

**340<sup>th</sup> ANNUAL REORGANIZATION MEETING  
OF THE BOARD OF COUNTY COMMISSIONERS  
FRIDAY, JANUARY 2, 2026  
6:00 p.m.**

Call to order at 6:00 p.m. by Laurie J. Burns, Clerk of the Board

Open Public Meeting Act Notice

Invocation by Commissioner Jim Jefferson

Pledge of Allegiance, led by the Clerk of the Board.

National Anthem, sung by Michael Jones.

Introduction of Honored guests.

Clerk of the Board, Laurie J. Burns, reads a letter certifying the election of Frank J. DiMarco and Thomas Bianco to the Board of County Commissioners of the County of Gloucester.

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**Introduction**, by the Clerk of the Board, of newly re-elected **County Commissioner Frank J. DiMarco**, escorted by his wife Marlene, their son Frank Jr. with his wife Jacklyn, his daughter Delaney and his grandson Frank III, who will also hold the Bible.

**Introduction** of Stephen M. Sweeney for the swearing-in ceremony of Commissioner-elect Frank J. DiMarco.

**Swearing-in of Commissioner-elect Frank J. DiMarco.**

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**Introduction**, by the Clerk of the Board, of newly elected **County Commissioner Thomas Bianco**, escorted by his wife Lynn Bianco, son David and his wife Kathy, daughter Katie and her husband Chris and grandchildren Simone and Ethan. Lynn will hold the Bible.

**Introduction** of Stephen M. Sweeney for the swearing-in ceremony of Commissioner-elect Thomas Bianco.

**Swearing-in of Commissioner-elect Thomas Bianco.**

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**ROLL CALL OF THE 2026 BOARD OF COUNTY COMMISSIONERS**

**Nomination**, election and swearing-in of **Director of the Board of County Commissioners** for the year 2026. **Swearing-in** of the **Director of the Board of County Commissioners**, the oath of office to be administered by Stephen M. Sweeney.

**Nomination**, election and swearing-in of **Deputy Director of the Board of County Commissioners** for the year 2026. **Swearing-in** of the **Deputy Director of the Board of County Commissioners**, the oath of office to be administered by Stephen M. Sweeney.

**Annual Address** by the **Director of the Board of County Commissioners**.

**Comments by Commissioners.**

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## RESOLUTIONS

1. **RESOLUTION** adopting the ***Rules of the Board*** for the year 2026.
2. **RESOLUTION** adopting ***Commissioner Assignments*** for the year 2026.
3. **RESOLUTION** adopting the ***2026 Regular Meeting Schedule*** for the Gloucester County Board of County Commissioners. This is to comply with the notice provisions set forth in N.J.S.A. 10:4-9(a).
4. **RESOLUTION** establishing the ***official newspapers*** for the County of Gloucester for the year 2026. The ***South Jersey Times***, ***Courier Post*** and the ***Sentinel of Gloucester County***.
5. **RESOLUTION** fixing a fee to be paid by members of the public for receiving personal notice of meetings pursuant to the Open Public Meetings Act. Any person may request that a public body mail to him or her copies of any regular meeting schedule upon prepayment by such person of a reasonable sum, if any has been fixed by resolution of the public body to cover the costs of providing such notice.
6. **RESOLUTION** designating ***Gloucester County Qualified Purchasing Agent, Kimberly A. Larter*** as Gloucester County's Public Agency Compliance Officer as required by the New Jersey Administrative Code Section 17:27-3.2 for calendar year 2026. The Public Agency Compliance Officer (hereinafter "PACO") shall specifically perform the duties prescribed in New Jersey's affirmative action rules and ensuring the County's compliance with these rules. The PACO also performs any other liaison and assistance functions as may be requested by the New Jersey Department of the Treasury, Division of Contract Compliance.
7. **RESOLUTION** authorizing and approving the ***Temporary Budget*** for the year 2026. This resolution is mandated by N.J.S.A. 40A:4-19 to fund the first quarter of 2026 until the 2026 County Budget is adopted.
8. **RESOLUTION** authorizing ***Emergency Temporary Appropriations***. This is authorized by N.J.S.A. 40A:4-20. This resolution is needed to fund programs in the first quarter of 2026 in excess of the normal 26.25% limit. Most of the costs involved are grants for which we receive 100% authorization in the beginning of the year and it is impractical to only approve a portion of the grant. This is a normal yearly occurrence.
9. **RESOLUTION** adopting a ***Cash Management Plan*** pursuant to N.J.S.A. 40A:5-14, et seq. N.J.S.A. 40:5-14 requires every local unit to adopt a cash management plan by majority vote annually. The Chief Financial Officer of the unit is charged with administering the plan.
10. **RESOLUTION** establishing ***Gloucester County employee salary ranges*** and fixing compensation with associated titles for non-union employees for the year 2026.
11. **RESOLUTION** authorizing ***modification of County Fees for 2026***. This Resolution authorizes the modification of various fees charged by the County for programs and services for the year 2026 for the Departments of EMS, Health and Pitman Golf Course.
12. **RESOLUTION** authorizing a contract with ***Parker McCay, P.A.*** for professional Bond Counsel and other legal services from January 1, 2026 to December 31, 2026, in an amount not to exceed \$325,000.00.
13. **RESOLUTION** authorizing a contract with ***Brown & Connery, LLP*** for professional Labor Counsel and other legal services from January 1, 2026 to December 31, 2026, in an amount not to exceed \$500,000.00.



14. **RESOLUTION** authorizing a contract with **Acacia Financial Group, Inc.** for professional Financial Advisor services from January 1, 2026 to December 31, 2026, in an amount not to exceed \$50,000.00.
15. **RESOLUTION** authorizing a contract with **Law Office of John Alice** for legal services for the County Adjuster's Office from January 1, 2026 to December 31, 2026, in an amount not to exceed \$35,000.00.
16. **RESOLUTION** authorizing a contract with **Law Office of John Alice** for legal counsel for the County Division of Social Services from January 1, 2026 to December 31, 2026, in an amount not to exceed \$80,000.00.
17. **RESOLUTION** authorizing a contract with **CME Associates** for professional engineering services regarding the 2026 septic/well system plan reviews in an amount not to exceed \$175,000.00.
18. **RESOLUTION** authorizing contracts with **Bach Associates, PC** and **Joseph F. McKernan Jr. Architects and Associates, LLC** for professional architectural services from January 1, 2026 to December 31, 2026 in an amount not to exceed \$275,000.00 each.
19. **RESOLUTION** authorizing a contract with **Bowman & Company, LLP** for accounting and other related services related to the 2026 calendar year County Welfare Agency Audit from January 1, 2026 to December 31, 2026 in an amount not to exceed \$66,850.00.
20. **RESOLUTION** appointing a pool of engineers for the county for project management, construction inspection, environmental services and/or other unspecified projects for the calendar year January 1, 2026 to December 31, 2026.
21. **RESOLUTION** appointing **Stephen M. Sweeney** as **Administrator** for the County of Gloucester effective immediately and authorizing a five (5) year employment contract.
22. **RESOLUTION** reappointing **Eric M. Campo** as **County Counsel** for the County of Gloucester from **January 1, 2026 to December 31, 2028** and authorizing an employment contract.
23. **RESOLUTION** appointing members to the **Agriculture Development Board**.
  - West Jay Kandle
  - Michael Visalli
  - Russell Marino
24. **RESOLUTION** appointing members to the **Animal Shelter Advisory Committee**.
  - Dr. Sabra Olsen, DVM
25. **RESOLUTION** appointing members to the **Gloucester County Commission for Women**.
  - Gail Slimm
  - Marguerite Stubbs
  - Beverly Ranton Wellons
  - Mary Jane Love
  - Lisa Cerny
  - Jacqueline Williams
  - Samira Davis
  - Toni Jones Johnson
  - Wendi Miller

26. **RESOLUTION** appointing members, a Chairman and Vice Chairman to the ***Gloucester County Construction Board of Appeals.***

- Robert DeAngelo, Chair
- Mark Brunermer
- Joseph Heitman, Vice Chairman

27. **RESOLUTION** appointing representatives to the ***Delaware Valley Regional Planning Commission.***

- Nick Cressman
- Commissioner Weng, 1<sup>st</sup> Alternate.

28. **RESOLUTION** appointing members to the ***Disabilities Advisory Council.***

- Ramon Casanova (ACT)
- Joan Clark
- Bryan Miller
- Kimberly Quigley
- Theresa Rohlfing
- Carol Weinhart
- Lisa Conley
- Jodi Coates
- Lisa Cerny
- OEM Representatives (2)
- Rowan School of Medicine Representative
- Division of Vocational Rehabilitation
- GCSSSD Representative
- Workforce Development Director

29. **RESOLUTION** appointing members to the ***Diversity, Equity and Inclusion Advisory Board.***

- Human & Special Services Director
- GCIT Superintendent
- RCSJ President
- County Superintendent of Schools
- Rafael Muniz
- Michelle Baylor
- Roy Dawson

30. **RESOLUTION** appointing members to the ***Emergency Management Council.***

- Emergency Management Coordinator
- Health Department Representative
- Public Works Dept. Liaison
- Public Information Officer
- Economic Development Director
- GC Hazardous Materials Resp. Unit
- Division of Social Services Representative
- Sheriff's Office/designee
- County Counsel/designee
- County Fire Marshal
- Mark Chapman, Inspira Medical Systems
- Pat Robinson, Paulsboro Refining Co.
- Red Cross Director
- Dep. Emergency Mgmt. Coordinator
- Division of Human and Special Services Representative
- County Medical Examiner

- County EMS Chief
- County Prosecutor/designee
- Commissioner Liaison
- Hazmat Mitigation Officer
- County Mental Health Administrator
- County Fire Services Director
- County Fire Coordinator

31. **RESOLUTION** reappointing ***Assistant Fire Marshals*** for the County of Gloucester.

- Dan Hauss
- Steven Smith
- Jake Hughes

32. **RESOLUTION** appointing a member to the ***Gloucester County Housing Authority***.

- Dan Reed

33. **RESOLUTION** appointing members to the ***Human Services Advisory Council***.

- Joan Dillon
- Luanne Hughes

34. **RESOLUTION** appointing a member to the ***Gloucester County Improvement Authority***.

- B.J. Heinz

35. **RESOLUTION** appointing members as the ***Gloucester County Insurance Commission Representatives***.

- County Counsel
- George Hayes, Alternate

36. **RESOLUTION** appointing members to the ***Gloucester County Excess Liability Fund***.

- Timothy Sheehan
- County Counsel, Alternate

37. **RESOLUTION** appointing members to the ***County Interagency Coordinating Council for Children***.

- Rudolph Aikens
- Tracy Hilliker Mauriello
- Bethany Vega
- Joseph Jacob
- NJ4S V-15 Program Supervisory Representative
- Director Family Support Org.
- McKinney-Vento Liaison
- Director Gloucester County CMO/liaison
- Director Mobile Response/liaison

38. **RESOLUTION** appointing a member to the ***Library Commission***.

- Darlene Vondran

39. **RESOLUTION** appointing members to the ***Local Advisory Committee on Alcohol and Drug Abuse*** (LACADA).
- William Dougherty
  - Gail Slimm
  - Charles Sarlo
  - C. Laverne McGirt
  - Colleen Thomas
  - Wendy Rutecki
  - Prosecutor's Office Representative
  - Superintendent of Schools Representative
40. **RESOLUTION** appointing members to the ***Local Citizens Advisory Board of Transportation***.
- Nick Cressman
  - Cadie DiGiambatista
  - Robert Dazlich
  - Carol Weinhardt
  - Jackie Huston
  - NJ Transit Representative
41. **RESOLUTION** appointing members to the ***Mental Health Board***.
- Gloucester County Warden
  - Suzanne Smith
  - Rowan School of Osteopathic Med. Rep.
42. **RESOLUTION** appointing Gloucester County members to the ***New Jersey Association of Counties***.
- Commissioner Jim Jefferson
  - Commissioner Matt Weng - 1st alternate
  - Commissioner Thomas Bianco - 2nd alternate
43. **RESOLUTION** appointing a **Deputy OEM Coordinator** for the County pursuant to N.J.S.A. APP.A:9-42.1b.
- Brittany Sullivan
44. **RESOLUTION** appointing a member to the ***Planning Board***.
- John Robinson
  - Anna Marie Rosato
  - Ryck Signor
45. **RESOLUTION** appointing members to the ***Police Academy Advisory Committee***.
- Director of Emergency Response
  - Civilian Member (Louis J. Butler)
  - Chairperson/Civilian Member (Steven Pfeiffer)
  - Glou. Co. Police Chief's Assoc. (Chief Matt Brenner)
  - Glou. Co. Police Chief's Assoc. (Chief Thomas Ryan)
  - Glou. Co. Police Chief's Assoc. (Chief Gary Kille)
  - Prosecutor's Office designee
  - Sheriff's Office designee
  - Sheriff's Office designee
  - Rowan College of South Jersey Representative
  - Glou. Co. Police Academy Director
  - Glou. Co. Police Academy Training Coord.

- Glou. Co. Prosecutor
- VP of Workforce Development-RCSJ
- Commissioner Liaison
- Commissioner Director

46. **RESOLUTION** appointing members to the *Rowan College of South Jersey Board of Trustees Search Committee*.

- Colleen Collins
- Edward Munin
- Phillip Tartaglione
- Genevieve Witt
- Jaclyn Krachun.

47. **RESOLUTION** appointing members to the *Senior Services Advisory Board*.

- Lin Tenaglia
- Constance Fentress
- Lacy Haynicz
- Wilma Nagtegaal
- Jacquelyn Love
- Wayne Swanson, Sr.
- Patricia Raggio
- Dennis Dittmar
- Carolyn H. Wallace
- President of Glou. Co. Senior Citizen Org.
- Rep. of Glou. Co. Nutrition Council

48. **RESOLUTION** appointing members to the *Solid Waste Advisory Council*.

- Eric Agren
- Scott Norcross
- Matthew J. Olejarski
- Joseph Marino
- Dale Miller
- Eric M. Campo
- Karen Jost
- Beth Christensen
- Commissioner Liaison to Public Works

49. **RESOLUTION** appointing members to the *South Jersey Regional Film Cooperative*.

- Economic Development Director
- John Burzichelli
- Michelle Shirey
- Commissioner Joann Gattinelli

50. **RESOLUTION** appointing members to the *Gloucester County Utilities Authority*.

- Frank Cianci
- Daniele Spence

51. **RESOLUTION** appointing members to the *Advisory Board for the County Veteran's Cemetery*.

- Commissioner Director
- Commissioner Liaison
- Commander, GC Vet Advisory Board

- Director of Veteran's Affairs
- Supervisor of Internment

**52. RESOLUTION** appointing members to the ***Voting Accessibility Advisory Committee.***

- Board of Elections - 4 members
- Commissioner Director
- Lynn McClintock
- Lisa Cerny
- Superintendent of Elections
- Bernadette Forward
- County Administrator

**53. RESOLUTION** appointing members to the ***Workforce Development Board.***

- Janet Garraty- Business Consultant
- Mitch McEntee- Business Member
- Anthony DeFabio-CBO/Labor
- President RCSJ
- Brigitte Satchell - Education/Workforce
- Susan Heiken - Education/Workforce
- Janea Wilson - Education/Workforce - One Stop Career Ctr
- Stacey Smith - Education/Workforce-DVRS
- Stephen Hart - Education/Workforce-Title I-One Stop Career Ctr
- Economic Development Director
- Kenneth Barnshaw - Business Member
- Fred Keating - Education/Workforce
- Lauren Seery

**54. RESOLUTION** appointing members to the ***Gloucester County Youth Services Commission.***

- Sonia Decencio
- Gerald Hodges
- Kenneth Ridinger
- Jennifer Rodriguez
- James Sampson
- County Prosecutor Representative
- DCF/DCP&P Representative
- Presiding Judge of Family Part
- Commissioner Director Representative
- Assistant Family Division Manager Representative
- Vicinage Chief Probation Officer Representative
- County Mental Health Administrator
- Superintendent of Schools Representative
- Superintendent of GCIT Representative
- Division of Human and Disability Service Director
- Associate VP of Together Youth Shelter
- Detention Center Director Representative
- Family Crisis Unit Representative
- Director of Addiction Services
- Workforce Development Representative
- County Public Defender Representative
- Law Enforcement Representative

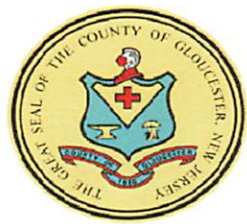
***Director's Appointments  
Benediction by Commissioner Jim Jefferson  
Adjournment***

**RESOLUTION ADOPTING THE RULES OF THE BOARD  
FOR THE YEAR 2026**

**BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester, that the Rules for the government of the Board for the year 2026, a copy of which is annexed hereto and made a part hereof, consisting of Articles I through X, and consisting of 14 pages, be and are hereby adopted.

**BE IT FURTHER RESOLVED** that the reading of the 2026 Rules in their entirety be dispensed with at the discretion of the Director, as copies of said Rules have been distributed to all members of the Board of County Commissioners in advance, and that same are lodged with the Clerk of the Board and available for public inspection.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.

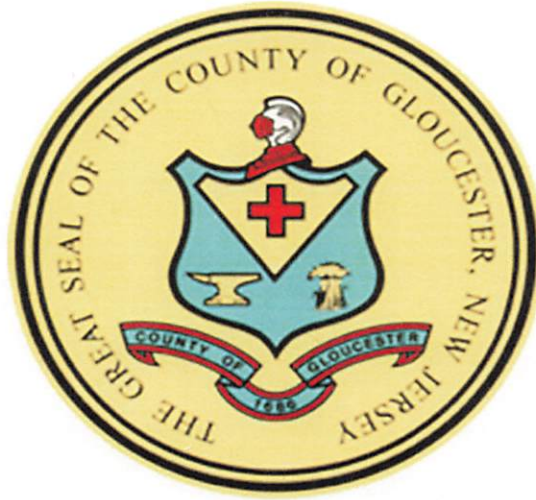


**COUNTY OF GLOUCESTER**

\_\_\_\_\_  
**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

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**LAURIE J. BURNS,  
CLERK OF THE BOARD**



***RULES OF THE BOARD OF  
COUNTY COMMISSIONERS  
2026***



## ARTICLE I

All requests for Resolutions, with all supporting documentation, for both regular and special meetings shall be in the hands of the appropriate County Counsel prior to 10:00 a.m. on the Friday, two weeks preceding the next regularly scheduled meeting (when the next regularly scheduled meeting is held on the following Wednesday).

The County Counsel will be responsible for having the requested Resolution along with all supporting data in the Clerk of the Board's Office by 10:00 a.m. on the Friday of the week preceding the meeting. If the Friday preceding the meeting is a holiday, then all Proclamations and/or Resolutions shall be submitted to the Clerk of the Board's office by 10:00 a.m. on the Thursday preceding the meeting. The Department Head shall be responsible for obtaining a Certificate of Availability of Funds, where appropriate, which must be accompanied with the Agenda Request form.

All requests for Proclamations shall be prepared in accordance with the above stated schedule. All Proclamations shall be submitted under the Department of the Director, to be introduced by and in the name of the Director of the Board, and to include the name of the Commissioner sponsoring said Proclamation.

The Draft Agenda shall be set by the Commissioner Director and will be prepared by the Clerk of the Board's Office and transmitted to each Commissioner electronically by Friday of the week preceding the regular meeting.

All Proclamations and Resolutions shall be approved as to form by County Counsel and so noted on the rear of the face sheet thereof prior to same being accepted by the Clerk of the Board.

Any item not received by the deadline may be placed on the Agenda with a majority vote of the Commissioners present. However, same still must be approved as to form by County Counsel prior to action by the Board.

Should a holiday or other unforeseen circumstances occur, the schedule as outlined will be altered to allow for Commissioner receipt of the Agenda at least 24 hours prior to the meeting.

The Clerk of the Board shall call special meetings of the Board whenever the Director may direct or whenever four members of the Board shall file with the Clerk of the Board a written request therefor. The call for a special meeting shall be in writing and shall state the business to be transacted and the purpose thereof, and shall be given as provided by law.

## **ARTICLE II**

### **Place of Meetings**

All meetings shall be held in the County Buildings, 1 N. Broad, Ceremonial Courtroom in the City of Woodbury, as aforesaid, except when otherwise ordered by the Board or otherwise specified in the call for a special meeting. During a pandemic or State of Emergency, the use of virtual meetings through Zoom or Microsoft meetings, may be used.

## **ARTICLE III**

### **Quorum**

A majority of all members elected and qualified shall constitute a quorum to transact business and to decide every matter or questions, except as otherwise provided by law, but a less number may convene from time to time and take action to compel the attendance of absentees. All business transacted shall be in accordance with existing Statutes.

## **ARTICLE IV**

### **Order of Business**

The order of business shall be as follows:

1. Call to order
2. Flag salute
3. Open Public Meetings statement
4. Roll Call
5. Changes to the Agenda
6. Approval of Minutes of previous meeting
7. Proclamations
8. Introduction and/or public hearings
9. Open meeting to the public
10. Old business
11. New business
12. Open meeting to the public
13. Adjournment

All Resolutions shall be read by title (unless by Consent Agenda).

## **ARTICLE V**

### **Rules of Order**

1. Any member desiring to speak or present any petition, resolution, report or other matter to the board shall address the Director, and if two or more members address the Director at the same time, the Director shall decide which one is entitled to the floor.
2. No member shall speak more than twice on any question at the same meeting of the Board without leave of a majority of the members present.
3. No motion shall be debated or discussed unless the same has been seconded, and when a motion shall have been made and seconded, it shall be stated by the Director before debate, and every motion or resolution shall be reduced to writing if any member shall desire it.
4. When a motion is under debate, no motion shall be received except:
  - a. to adjourn;
  - b. to lay on the table;
  - c. for the previous questions;
  - d. to postpone; and
  - e. to amend, which questions shall have precedence in the order above named
5. A motion to adjourn, lay on the table, to postpone, or for the previous question shall be decided without debate.
6. If any question in debate shall contain several distinct propositions, a division shall be made by the Director or/at the request of any Commissioner.
7. When a motion has once been put and decided, it shall be in order for a member who voted in the majority to move the reconsideration thereof, but no such motion shall be in order more than once, nor unless made on the same day in which the vote was taken, or on the day of the next subsequent meeting of the Board.
8. There shall be a roll call for attendance. All votes on ordinances shall be roll call votes. All other actions or resolutions shall be by roll call vote.
9. When a member shall be called to order by the Director or by a member, the member shall immediately resume his/her seat and the point of order shall be decided by the Director subject to an appeal to be determined by the members present.

The Director may call for the opinion of County Counsel upon any question of order.
10. No member shall speak to another or leave his/her seat while the minutes, reports, or any other papers are being read or any member is engaged in debate.
11. No member shall withdraw from the meeting room while the Board is in session without the permission of the Director or of the Board.
12. Unless as otherwise provided for by law, or by a rule of this Board, the Commissioner in charge of the Department or committee ordering any material or work done must examine the bills or vouchers therefor and approve or reject the same before the same shall be filed with the auditors and paid.
13. All reports from any Department or Standing or Special Committees shall be made in writing and filed with the Clerk of the Board prior to the meeting unless said reports are given orally.

14. All other questions of order and debate not herein enumerated shall be decided according to Robert's Rules of Order newly revised 12<sup>th</sup> edition as revised and amended from time to time.
15. Public participation at regular meetings of the Board of County Commissioners shall be encouraged and shall be regulated as follows:
  - A. A member of the public wishing to address the Board may do so after being recognized by the Director of the Board.
  - B. The speaker must state his or her name and residence address for the record;
  - C. All persons recognized by the Director must engage in respectful and orderly discourse. In the event of disrespectful, vulgar or inflammatory discourse, repetitive the Director may exercise discretion and terminate the person's right to speak;
  - D. All statements to the Board of County Commissioners or other members of the County administration must be addressed through the Director;
  - E. Members of the public addressing the Board shall be allotted up to five minutes to address members of the Board regardless of the number of issues to be addressed. Members of the public will be recognized only during the designated public participation segments of the meeting. Speakers shall not be entitled to "borrow" time from other speakers. Any one requiring the use of hearing assistive service and/ or interpreter shall notify Clerk of the Board within 5 days to give the County sufficient time to arrange for such services.

At the discretion of the Director and subject to the consent of a majority of the Board present at a given meeting, the time allocation may be relaxed and extended when in the best interest of the County and the business of the Board. Such relaxation or extension shall not constitute a binding precedent on the Board with regard to other speakers on the same or other issues.

16. No member of the Board of County Commissioners shall engage in any text messaging, e-mailing, or use of a cell phone or other mode of electronic communication at any time during the course of a public meeting, with the exception of the use of County issued iPads, which shall not have wireless capabilities.
17. A member of a public body can participate in a meeting, even though she or he is not physically present, provided the following conditions are met:
  - A. The person, who is not physically present, is on a speaker phone so that the absent member may hear everything said in the room and everyone in the room, including the public, can hear everything the absent member says;
  - B. The absent member hears and can participate in the entire discussion on the subject at hand;
  - C. The procedural aspects to the meeting as to notice, etc., are regular in every other respect.

## ARTICLE VI

### Officers, Employees and Representatives

The Director and Deputy Director of this Board shall be elected at the annual meeting as aforesaid. In addition, the Board shall elect the following officers, employees and representatives:

<b>Officers</b>	
County Administrator	3, 4 or 5 years
Clerk of the Board	3 years
County Treasurer	3 years
Chief Financial Officer	1 (if interim) or 3 years
County Counsel	3 years
County Engineer	5 years
County Road Supervisor	5 years
Assistant Road Supervisor	3 years
County Fire Marshal	3 years
Assistant County Fire Marshal	3 years
County Purchasing Agent	3 or 5 years (if QPA)
Buildings & Grounds Supt.	5 years
Medical Examiner	5 years
Emergency Mgt. Coordinator	3 years
Deputy Emergency Mgt. Coordinator	3 years
County Tax Assessor	5 years
Deputy County Tax Assessor	3 years
<b>Employees and Representatives</b>	
Delegate to State Assoc.	1 year

The Board may select such other officers, employees or representatives as it deems necessary, which officers, employees or representatives shall be elected for the terms prescribed by law. In cases where no term is specified therein, then the officer, employee or representative shall serve at the pleasure of the Board.

All officers, employees and representatives to be elected by the Board shall be nominated from the floor and the nominees receiving the votes of a majority of the entire membership present of the Board shall be declared elected unless otherwise provided by law.

Any elected officer, employee or representative may be removed during his term of office for cause, subject to the Statutes in such case made and provided.



## **ARTICLE VII**

### **Duties of Officers**

#### **1. Director of the Board**

The Director shall preside at all meetings of the Board, preserve order and decide questions or order subject to an appeal as herein provided. The Director shall vacate the chair only when moving a motion or resolution at which point he shall appoint some member of the Board as Director pro tem.

The Director shall appoint all standing and special committees with the consent of the Board, and shall be an ex-officio member of each such committee, as well as each and every department with the full right to vote.

The Director shall have no greater authority than other Commissioners except as hereinabove provided.

#### **2. Deputy Director of the Board**

The Deputy Director shall serve during the absence or temporary disability of the Director, and during the time of actual service the Deputy Director shall have all of the powers and duties given to the Director or imposed upon the Director.

#### **3. County Administrator**

The County Administrator shall be responsible to the Board of County Commissioners for the efficient, orderly and economical administration of all administrative and executive affairs of the County. The County Administrator shall have the power to recommend, when and where appropriate, the appointment, promotion, removal, suspension, discipline, supervision and control of all department heads, consistent with Titles 4 and 11 of the Revised Statutes of New Jersey. The County Administrator will be authorized to sign-off on all personnel actions. The County Administrator will be the authorized Appointing Authority for the County of Gloucester.

The County Administrator shall assist in the preparation of the annual budget and capital program for each ensuing year and shall, upon the adoption thereof, guide and advise the execution of same in accordance with the appropriations, resolutions and ordinances adopted by the Board.

The County Administrator is authorized to approve any bill for payment prior to the date of audit for such purposes as would favor the County of Gloucester and/or provide for discounts, savings or enhance the orderly conduct of business. Such authorization shall be in writing. A record of any such authorizations for payment shall be included in the first audit subsequent to payment, for ratification by the Board of Commissioners.

The County Administrator shall review and offer recommendations regarding the supervision, direction and control of the internal organization and reorganization, where necessary, of each department or other administrative office and unit of the County except as herein otherwise provided.

The County Administrator shall attend all meetings of the Board with the right to take part in the discussions, but without the right to vote.

The County Administrator shall recommend for adoption by the Board such measure as he/she may deem necessary and proper for the efficient economical and lawful administration of the internal affairs of the County.

The County Administrator shall have the authority to examine or inquire into the affairs or operation of any division, department, office or employee of the County relating to the internal affairs of the County at any time, including any autonomous or semi-autonomous body or board whose operations are in part or in full financed by the County upon first notifying the Commissioner in charge.

The County Administrator shall advise and recommend the establishment of personnel policies of the County.

The County Administrator shall have the authority with the concurrence of the Director of the Board of Commissioners to submit vouchers to the Department of Administration for audit and payment by the Board of Commissioners at times other than those described in Article X hereof.

The County Administrator shall perform such duties and have such other powers as permitted by statute or by the ordinance and resolutions of the County.

The County Administrator shall have all necessary and incidental powers to perform and exercise any of the duties and functions specified above and any others which are lawfully delegated to him/her by direction of the Board.

The County Administrator shall receive an annual salary as provided for in the annual salary resolution.

The County Administrator shall also have the power to sign any and all documents on behalf of the Clerk of the Board in the absence of the Clerk of the Board. In the absence of both the Clerk of the Board and the County Administrator, the Deputy County Administrator shall have the power to sign any and all documents.

If the circumstances arise and the Commissioner Director cannot sign a contract(s)/document(s), the County Administrator shall have the power to sign any and all contract(s)/document(s).

#### **4. Clerk of the Board**

It shall be the duty of the Clerk of the Board to attend all meetings of the Board, to keep full and accurate minutes of all proceedings and enter the same, with all orders and resolutions, in a book to be kept for that purpose. Said minutes to be taken from recorded meeting tapes, which shall be retained for a period of ninety (90) days or after the official minutes as kept by the Clerk of the Board are approved, whichever date is later. The Clerk of the Board shall make available to the

public reproductions/copies of any tapes kept for a fee consistent with OPRA. The Clerk of the Board shall have custody of the Seal of the County and all books, papers, and documents belonging to or relating to the Board. The Clerk of the Board shall provide for all notices and advertisements as prescribed by law. The Clerk of the Board shall perform such other duties as the Board may order from time to time. For his/her service, the Clerk of the Board shall receive an annual salary to be fixed by the Board.

## **5. County Treasurer**

The County Treasurer shall attend such meetings of the Board as the Director of the Board so requests and shall report the condition of the finances of the County. He/she shall prepare, prior to each regular meeting, a monthly report showing the monies on hand in each of the accounts of the budget appropriations and present the same to the Board at the regular meeting. He/she shall receive all funds of the County of Gloucester and deposit said funds as prescribed by New Jersey Statutes 40A:5-15. He/she shall also prudently invest cash not immediately required in financial institutions qualified to receive such investments under the New Jersey GUDPA law. He/she shall certify all Purchase Orders issued by the County Purchasing Agent, only as to the availability of funds and shall encumber said amounts. He/she shall perform such other duties as prescribed by regulations of the Division of Local Government Services or by resolution of manner described by ordinance.

The Treasurer is authorized to pay insurance premiums prior to the date of audit if said payment is necessary to avoid loss of insurance coverage and/or the imposition of interest or other monetary charges. A record of all such insurance premium payments shall be included in the first audit subsequent to payment for ratification by the Board of Commissioners.

The Treasurer shall have the authority to examine or inquire into the affairs or operation of any division, department, office or employee of the County relating to the internal affairs of the County at any time, including any autonomous or semi-autonomous body or board whose operations are in part or in full financed by the County upon direction and assistance to the County Administrator.

## **6. Public Works Director**

The Director of the Department of Public Works shall develop, coordinates and maintains daily responsibility and tasks of the divisions of County Engineer, the Road Supervisor, the Planning Director and the Superintendent of Fleet Management. The Director of Public Works shall be responsible for the preparation of the annual budget and shall work with and consult with each of the respective division heads on this component. The Director of the Department of Public Works shall be responsible for the effective management of all employees of each of the divisions within the Public Works Department. Such management shall include all recommendations for discipline which shall be made directly to the County Administrator. The Director of the Department of Public Works shall have oversight into the day to day operations of the Road Department, including project scheduling and any matters related thereto. The Director of the Department of Public Works shall receive and review operation reports of each of the divisions of the Department and shall be responsible for oversight to assure the effective coordination of all operations. The Director of the Department of Public Works shall participate in the review and approval of all



road opening permits and subsequent approval of the release of all performance guarantees. The Director of the Department of Public Works shall receive an annual salary to be fixed by the board. He/she shall attend such meetings as the Director of the Board so requests.

#### **7. County Engineer**

The County Engineer shall furnish all plans, specifications and estimates and perform the duties of an engineer in making all surveys necessary for road and bridge construction, maintenance and repairs. He/she shall supervise the construction and reconstruction of all County roads and bridges as required by law. The County Engineer shall participate in the review and approval of all road opening permits and subsequent approval of the release of all performance guarantees. The County Engineer shall attend such meetings of the Board as the Director of the Board so requests.

#### **8. County Road Supervisor**

The County Road Supervisor shall have charge of the repair and maintenance of the County roads. He/she shall regularly inspect the roads, and report to the County Engineer any findings of roads, bridges or appurtenances that could require design improvements.

The County Road Supervisor shall be responsible for daily and routine maintenance of all county roads, bridges and drainage ways. He/she shall approve all bills for expenses and repair of said road projects not under the jurisdiction of the County Engineer before the same shall be paid. He/she shall make out a statement of all expenditures and report to the Commissioner responsible for the Department of Public Works and the County Administrator on a monthly basis. He/she shall, as directed by the Commissioner responsible for the Department of Public Works, order and purchase all material for road purposes within the limitations provided by law and these rules and keep an accurate account thereof, and report the same to the Board monthly. He/she shall receive an annual salary to be fixed by the Board. He/she shall attend such meetings of the Board as the Director of the Board so requests. The Board of Commissioners shall establish policies, procedures and a permitting process for the opening or excavating of County Roads. It shall be the responsibility of the Road Supervisor to administer said policy.

The Director of the Department of Public Works, the Road Supervisor, the County Engineer and the County Planning Director shall review and approve all requests for road opening permits and the release of all guarantees involved in the permitting process.

#### **9. County Counsel and Assistant County Counsel**

The County Counsel, or any Assistant County Counsel shall attend all formal meetings of the Board and shall receive for such attendance and duties as to this office an annual salary to be fixed by the Board. Absence shall be permissible upon approval of assigned Commissioner or Director of the Board. He/she shall conduct all of the legal business of the County except as hereinafter provided. Any attorney-at-law of this state may be employed by the Board to perform legal services on behalf of the County to serve according to County Counsel statutory term and be paid

such compensation as it may determine to be reasonable. Each such attorney shall be subject to the supervision of the Director. Requests for Legal opinions by County Commissioners shall be submitted on prescribed form through the Commission Director's office. Tax appeal settlements on properties that have an assessment of \$3,500,001 must be approved by Board of County Commissioners; however, it is appropriate and within the scope of the County Counsel's office and County Tax Assessor's duties to resolve and settle tax appeals on properties with assessed values up to \$3,500,000.

Assistant County Counsel shall perform such duties as may be delegated to them by the County Counsel or by the Board, and in the absence of the County Counsel perform their duties. All Counsel shall receive an annual salary to be fixed by the Board.

#### **10. Purchasing Agent**

The Purchasing Agent shall purchase supplies, materials and equipment, and contract for services required by any department purchases made and contracts awarded for any supplies, materials or equipment or contractual services shall be pursuant to a written requisition from the department whose appropriation will be charged and the Certification of the Treasurer that a sufficient unencumbered balance of appropriation is available to pay therefor. He/she shall establish and enforce specifications with respect to such services, supplies, materials and equipment. He/she shall receive bids and recommend to the Commissioners the awarding of contracts other than those contracts where the Board of Commissioners, by resolution, have designated responsibility to another official. The County Purchasing Agent shall have the authority, with the advice of assigned Counsel, to reject any bids and rebid for goods and services. In case of the rejection of bids, the Purchasing Agent shall notify the Commissioner in charge of Administration, the Commissioner in charge of the department seeking the goods and/or services and the County Administrator.

He/she shall have charge of any and all central storerooms which may be established pursuant to effectively carrying out his/her duties. He/she shall attend such meetings of the Board as the Director of the Board so requests.

#### **11. All other officers**

All other officer, agents and employees of this Board as may be required to do the business of the County as may be appointed therefor shall do and perform such duties as are now or may hereafter be required by law, by the Board, or by the proper Director in charge thereof.

#### **12. Indemnification and liability**

a. The Board of County Commissioners of the County of Gloucester (hereinafter referred to as the Board) shall defend and indemnify any Commissioner member of said Board (hereinafter referred to as member), or officer described in Article VI (hereinafter referred to as officer) in accordance with the New Jersey Tort Claims Act, P.L. 1982, c. 45 (c. 59:1-1 et seq.). The Board shall pay or reimburse any member or officer of the Board for any bona fide settlement



agreement, and shall pay or reimburse all costs of defending the action, including reasonable attorney fees and expenses, together with costs of appeal, if any.

The Board shall not defend and indemnify any member or officer of the Board when the act of omission was not within the scope of employment or duties, or the act or omission was because of actual fraud, willful misconduct or actual malice.

b. When the Board defends an Action against any member or officer of the Board, the Board may assume exclusive control of the defense of such persons.

c. In any action undertaken by the Board on behalf of a member or officer of the Board, such person defended by the Board shall cooperate fully with the defense. The member or officer of the Board shall provide prompt notice to the Board and its legal counsel of any complaints or claims served upon such person or the Board. The Board shall provide timely information to the member or officer defended by the Board on the progress of the action.

d. No member of the Board or person executing bonds or notes as authorized by the Board shall be liable personally on the bonds or notes by reason of their issuance.

## **ARTICLE VIII**

### **Departments**

There are hereby created seven departments for the proper administration of the business of the County by this Board. Each department shall be under the direct control and supervision of a director thereof, who shall be appointed at the annual meeting by the Director of this Board. All inquiries regarding another Commissioner's department shall be submitted to the Director's office and copied to the Commissioner for said department. The Director of this Board may also appoint such other members to each department as the Director deems necessary. The various departments and their duties are as hereinafter set forth:

1. **Department of Administration.** The Department of Administration, through the Human Resources Division, shall have jurisdiction over all personnel policies of the County, and of its officers and employees, and all matters relating to Civil Service. This Department shall be responsible for all labor negotiations and shall have jurisdiction over Administrator/Human Resources/Clerk of the Board, Animal Shelter/Advisory Board, County Counsel, Elections (Board & Superintendent), Improvement Authority, Housing Authority, Insurance Commission, Planning Board Member (Statutory), Purchasing, Tax Assessor/Board of Taxation, Treasurer, Utilities Authority and Wage & Hour.
2. **Department of Law and Justice.** The Department of Law and Justice shall have jurisdiction over the following sub-departments and/or committees: Correctional Services, Courts/Probation, Prosecutor and Sheriff.
3. **Department of Education and Economic Development.** The Department of Education and Economic Development shall have jurisdiction over the following sub-departments and/or committees: Economic Development (CDBG), Gloucester County Chamber of

Commerce Representative (GCCC), Gloucester County Institute of Technology/ Special Services School District (GCIT/SSSD), Gloucester County Library System, Rowan College of South Jersey (RCSJ) and Superintendent of Schools.

4. **Department of Public Safety & Veterans Affairs.** The Department of Public Safety and Veterans Affairs shall have jurisdiction over the following sub-departments and/or committees: Commission for Woman, Emergency Management/ Emergency Management Council, Emergency Response (911), Emergency Medical Services (EMS), Fire Marshal, Police Academy, Veteran's Affairs, Veteran's Advisory Committee and Veteran's Cemetery Committee.
5. **Department of Public Works, Land & Property.** The Department of Public Works, Land & Property shall have jurisdiction over the following sub-departments and/or committees: Buildings and Grounds, Agriculture Development Board, Land Preservation, Extension Services/4H, Planning Board Member (Statutory), Public Works (Engineering, Fleet Management, Planning, and Roads), S.W.A.C. and Tri-County Water Quality Management Board.
6. **Department of Health and Human Services.** The Department of Health and Human Services shall have jurisdiction over the following sub-departments and/or committees: Health, Human, Social & Special Services (DPAC/Mental Health), Human Services Advisory, Parks & Recreation/Golf Course, Senior Services, Social Services, Transportation Advisory Council and Youth Services Commission.
7. **Department of Government Services.** The Department of Government Services shall have jurisdiction over the following sub-departments and/or committees: Construction Board of Appeals, County Clerk, Medical Examiner and Surrogate.

## **ARTICLE IX**

### **Auditing of Bills**

The Treasurer shall examine all bills presented to it for payment by persons furnishing or selling the County goods or services of any kind in the different offices or the several departments thereof in the County. All bills and claims against the County shall be presented to the Treasurer not later than the close of business on the first day of each month, or they may be presented to the County Treasurer during regular office hours. All requests for payments thus presented shall be audited prior to the regular monthly meeting. The Treasurer may set more than one day to attend to its duties in connection with any one meeting if, in its judgment, such action is necessary. The Treasurer may in its sole discretion audit any bill presented at any time.

## **ARTICLE X**

### **Suspension and Amendments**

These rules and any order of the Board may be suspended upon the affirmative vote of at least four members of the entire Board. These rules may be amended by submitting the proposed amendments in writing to the Board at a meeting duly called in accordance with these rules, read aloud by the Clerk of the Board and laid over for a vote at the next regular meeting of the Board or at a special meeting duly called for the purpose, at which time a majority vote of the entire membership shall be required for the adoption of the amendment, provided however, and rule may be altered or amended at any meeting by the unanimous consent of all members of the Board.

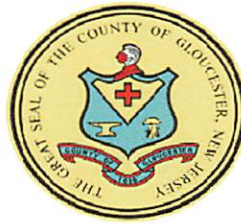
Revised: January 2026

**RESOLUTION ADOPTING COMMISSIONER ASSIGNMENTS  
FOR THE YEAR 2026**

**BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester, that the 2026 assignments of the Departments and areas of responsibility for the Board of County Commissioners, a copy of which is annexed hereto and made a part hereof, be and is hereby adopted.

**BE IT FURTHER RESOLVED** that the reading of the 2026 assignments in their entirety be dispensed with at the discretion of the Director, as copies of said assignments have been distributed to all members of the Board of County Commissioners in advance, and that same are lodged with the Clerk of the Board and available for public inspection.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

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**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

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**LAURIE J. BURNS,  
CLERK OF THE BOARD**

**\*\*2026 COMMISSIONERS' DEPARTMENT ASSIGNMENTS\*\***

**DEPARTMENT OF ADMINISTRATION**

**DIRECTOR FRANK DIMARCO  
DEPUTY DIRECTOR JIM JEFFERSON**

Administrator/Human Resources/Clerk of the Board  
County Counsel  
Improvement Authority  
Animal Shelter/Advisory Board  
Utilities Authority  
Insurance Commission

Planning Board Member (Statutory)  
Finance (Treasurer/Purchasing)  
Tax Assessor/Board of Taxation  
Housing Authority  
Elections (Board & Superintendent)  
Wage & Hour

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**DEPARTMENT OF HEALTH & HUMAN SERVICES**

**DEPUTY DIRECTOR JIM JEFFERSON  
COMMISSIONER MATTHEW WENG**

Health, Human, Social & Special Services (DPAC/Mental Health)  
Human Services Advisory  
Parks & Recreation / Golf Course  
Senior Services

Social Services  
Transportation Advisory  
Youth Services Commission

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**DEPARTMENT OF PUBLIC SAFETY  
& VETERANS AFFAIRS**

**COMMISSIONER THOMAS BIANCO  
COMMISSIONER JOANN GATTINELLI**

Emergency Management/Emergency Management Council  
Emergency Medical Services (EMS)  
Emergency Response (911)  
Fire Marshal

Veteran's Affairs  
Veteran's Advisory Committee  
Veteran's Cemetery Committee  
Police Academy

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**DEPARTMENT OF EDUCATION & ECONOMIC DEVELOPMENT**

**COMMISSIONER JOANN GATTINELLI  
COMMISSIONER THOMAS BIANCO**

Commission for Women  
Economic Development (CDBG)  
GC Chamber of Commerce Representative  
Gloucester County Library System

GCIT/SSSD  
Rowan College of South Jersey  
Superintendent of Schools

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**DEPARTMENT OF LAW & JUSTICE**

**COMMISSIONER NICHOLAS DESILVIO  
COMMISSIONER CHRISTOPHER KONAWEL**

Correctional Services  
Courts / Probation

Prosecutor  
Sheriff

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**DEPARTMENT OF PUBLIC WORKS, LAND & PROPERTY**

**COMMISSIONER MATTHEW WENG  
DEPUTY DIRECTOR JIM JEFFERSON**

Public Works (Engineering, Planning, Fleet Management, Roads)  
Buildings & Grounds  
Land Preservation  
Extension Services / 4H

Tri-County Water Quality Management  
SWAC  
Agriculture Development Board  
Planning Board Member (Statutory)

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**DEPARTMENT OF GOVERNMENT SERVICES**

**COMMISSIONER CHRISTOPHER KONAWEL  
COMMISSIONER NICHOLAS DESILVIO**

County Clerk  
Surrogate

Construction Board of Appeals  
Medical Examiner

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**RESOLUTION ADOPTING THE 2026 REGULAR MEETING SCHEDULE  
FOR THE GLOUCESTER COUNTY BOARD OF COUNTY COMMISSIONERS**

**WHEREAS**, the Open Public Meetings Act of the State of New Jersey, N.J.S.A. 10:4-9(a) requires public bodies to adopt an annual schedule of regular meetings, and to furnish the public with notice of said schedule in a manner more specifically set forth in said Act.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester as follows:

1. That the schedule of regular meetings of the Gloucester County Board of Commissioners is hereby adopted for the year 2026, and is annexed hereto and made a part hereof.
2. That copies of the 2026 schedule of regular meetings shall be posted, and shall continue to be posted throughout the year on the bulletin board in the vestibule of the Old Court House, Woodbury, New Jersey.
3. That a copy of the 2026 schedule shall be forwarded to the South Jersey Times and the Courier Post.
4. That a copy of said 2026 schedule shall be filed with the Gloucester County Clerk.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

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**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

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**LAURIE J. BURNS,  
CLERK OF THE BOARD**





## 2026 COMMISSIONERS' MEETING SCHEDULE

<i><b>Meeting Date</b></i>	<i><b>Meeting Type</b></i>
January 2	Annual Reorganization
January 21	Regular Meeting
February 4	Regular Meeting
February 18	Regular Meeting
March 4	Regular Meeting
March 18	Regular Meeting
April 1	Regular Meeting
April 15	Regular Meeting
May 13	Regular Meeting
May 27	Regular Meeting
June 3	Regular Meeting
June 17	Regular Meeting
July 1	Regular Meeting
July 15	Regular Meeting
August 5	Regular Meeting
August 19	Regular Meeting
September 9	Regular Meeting
September 23	Regular Meeting
October 7	Regular Meeting
October 21	Regular Meeting
November 4	Regular Meeting
November 24 (TUESDAY)	Regular Meeting 5:00PM
December 2	Regular Meeting
December 16	Regular Meeting
December 29 (TUESDAY)	Close Out Meeting 12 p.m.( noon)

**\*\*UNLESS OTHERWISE STATED OR ADVERTISED ALL REGULAR MEETINGS SHALL COMMENCE AT 6:00 P.M. AND SHALL BE HELD IN COURT ROOM 201 (THE CEREMONIAL COURT ROOM) IN THE COUNTY COURTHOUSE, LOCATED AT 1 NORTH BROAD STREET, WOODBURY, NJ\*\***

**\*\*PARKING IS IN THE REAR OF THE COUNTY COURTHOUSE OFF DELAWARE STREET\*\***

**\*\*THE ENTRANCE TO THE COMMISSIONERS' MEETING IS IN THE REAR OF THE COUNTY COURTHOUSE AND IS HANDICAPPED ACCESSIBLE\*\***

**RESOLUTION ESTABLISHING THE OFFICIAL NEWSPAPERS  
FOR THE COUNTY OF GLOUCESTER FOR THE YEAR 2026**

**WHEREAS**, there exists a need to designate the official newspapers of record for the County of Gloucester; and

**WHEREAS**, the **South Jersey Times** is published daily and is located in Harrison Township, County of Gloucester, and has a circulation sufficient to meet all requirements to be appointed a newspaper of record for the County; and

**WHEREAS**, the **Courier Post** is published daily and is located in Cherry Hill Township, County of Camden, and circulated on a daily basis within the County of Gloucester, and has a circulation sufficient to meet all requirements to be appointed a newspaper of record for the County; and

**WHEREAS**, the **Sentinel of Gloucester County** is published weekly and is located in Malaga, County of Gloucester, and has a circulation sufficient to meet all requirements to be appointed a newspaper of record for the County.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester as follows:

1. That the **SOUTH JERSEY TIMES**, of 161 Bridgeton Pike, Suite E, Mullica Hill, NJ 08062, is hereby designated as an official newspaper of record for the County for the year 2026.
2. That the **COURIER POST**, of 301 Cuthbert Boulevard, Cherry Hill, NJ 08002, is hereby designated as an official newspaper of record for the County for the year 2026.
3. That the **SENTINEL OF GLOUCESTER COUNTY**, of 330 Oak Avenue, Malaga, NJ 08328, is hereby designated as an official newspaper of record for the County for the year 2026.
4. That this Resolution shall take effect immediately upon adoption.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

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**LAURIE J. BURNS,**  
**CLERK OF THE BOARD**

**RESOLUTION FIXING A FEE TO BE PAID BY MEMBERS OF THE PUBLIC  
FOR RECEIVING PERSONAL NOTICE OF MEETINGS PURSUANT  
TO THE OPEN PUBLIC MEETINGS ACT**

**WHEREAS**, in accordance with N.J.S.A. 10:4-19, the Open Public Meetings Act of the State of New Jersey provides that any person may request a public body to mail to him or her copies of any regular meeting schedule or revision thereof, and any advance written notices required to be given in said Act of any regular, special or rescheduled meeting; and

**WHEREAS**, said Act further permits a public body to fix, by resolution, a reasonable fee to be prepaid by any such person requesting that said notices be forwarded to him or her to cover the cost of providing such personal service.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester as follows:

1. That any member of the public wishing to receive personal notice of meetings as provided in the Open Public Meetings Act shall file his or her name and address with the Clerk of the Board of the County Board of Commissioners for said purpose, and shall thereupon be required to pay, in advance, a fee in the amount of twelve dollars (\$12.00) for the year 2026.
2. That as permitted by the Open Public Meetings Act, such notices requested by the news media shall be mailed free of charge.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

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**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

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**LAURIE J. BURNS,  
CLERK OF THE BOARD**



**RESOLUTION DESIGNATING GLOUCESTER COUNTY QUALIFIED PURCHASING  
AGENT, KIMBERLY A. LARTER AS GLOUCESTER COUNTY'S PUBLIC AGENCY  
COMPLIANCE OFFICER AS REQUIRED BY NEW JERSEY ADMINISTRATIVE  
CODE SECTION 17:27-3.2 FOR CALENDAR YEAR 2026**

**WHEREAS**, the New Jersey Administrative Code Section 17:27-3.2 requires that each public agency designate an officer or employee to serve as its Public Agency Compliance Officer ("PACO"); and

**WHEREAS**, the PACO shall specifically perform the duties prescribed in New Jersey's affirmative action rules, and shall be responsible for ensuring the County's compliance with these rules; and

**WHEREAS**, the PACO shall further perform any other liaison and assistance functions as may be requested by the New Jersey Department of the Treasury, Division of Contract Compliance; and

**WHEREAS**, the County's Qualified Purchasing Agent, Kimberly A. Larter is knowledgeable and qualified to fulfill the duties of the PACO on behalf of Gloucester County.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester that **KIMBERLY A. LARTER**, the County's Qualified Purchasing Agent is hereby designated **GLOUCESTER COUNTY PUBLIC AGENCY COMPLIANCE OFFICER** for the calendar year 2026; and

**BE IT FURTHER RESOLVED** that the Division of Contract Compliance shall be notified of Ms. Larter's appointment.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

**LAURIE J. BURNS,  
CLERK OF THE BOARD**

**RESOLUTION AUTHORIZING AND APPROVING THE TEMPORARY  
BUDGET FOR THE YEAR 2026 PURSUANT TO N.J.S.A. 40A:4-19**

**WHEREAS**, N.J.S.A. 40A:4-19 of the Local Budget Law provides that where any contracts, commitments or payments are to be made prior to final adoption of the 2026 Budget, temporary appropriations shall be made for the purposes and amounts required in the manner and time therein provided; and

**WHEREAS**, the date of this resolution is within the first thirty (30) days of January 2026; and

**WHEREAS**, 26.25% of the total appropriations in the 2025 Budget, exclusive of any appropriations made for the debt service, capital improvement funds, and public assistance in said 2025 Budget is the sum of \$65,851,280.00.

**NOW, THEREFORE, BE IT RESOLVED** that the following Temporary Appropriations in the total amount of \$65,831,387.00, exclusive of debt service, capital improvement funds and Public Assistance are hereby authorized and approved, and that a certified copy of this Resolution shall be transmitted to the Chief Financial Officer for her records.

**BE IT FURTHER RESOLVED** that the Temporary Appropriation for debt service, capital improvement funds and public assistance shall be \$32,010,363.00, and that the total Temporary Appropriation in the amount of \$97,841,750.00 is hereby authorized and approved as follows:

**GENERAL APPROPRIATIONS**

(a.) Operations

**A. GENERAL GOVERNMENT**

1. Administration	
Salaries and Wages	236,871.00
Other Expenses	40,925.00
2. Board of County Commissioners	
Salaries & Wages	140,910.00
Other Expenses	31,750.00
3. Advertising Board	
Other Expenses	2,500.00
4. County Clerk	
Salaries & Wages	561,879.00
Other Expenses	226,937.00
5. Superintendent of Elections	
Salaries & Wages	201,342.00
Other Expenses	204,526.00
6. Financial Administration	
Salaries & Wages	317,362.00
Other Expenses	29,918.00
7. Information Technology	
Salaries & Wages	221,625.00
Other Expenses	451,575.00
8. Board of Taxation	
Salaries & Wages	25,021.00
Other Expenses	375.00
9. County Assessor	
Salaries & Wages	390,461.00
Other Expenses	191,500.00
10. Legal Department	
Salaries & Wages	272,720.00
Other Expenses	112,250.00
11. Surrogate	
Salaries & Wages	187,387.00
Other Expenses	11,638.00

12. Engineering	
Salaries & Wages	185,089.00
Other Expenses	19,163.00
13. Department of Economic Development	
Salaries & Wages	18,639.00
Other Expenses	47,375.00
14. Historical Society	
Other Expenses	3,750.00
<b>B. LAND USE ADMINISTRATION</b>	
1. Planning	
Salaries & Wages	87,111.00
Other Expenses	17,126.00
2. Construction Board of Appeals	
Salaries and Wages	10,750.00
Other Expenses	232.00
<b>D. INSURANCE</b>	
1. Liability Insurance	
Other Expenses	1,500,000.00
2. Workman's Compensation Insurance	
Other Expenses	700,000.00
3. Employee Group Insurance	
Other Expenses	7,120,750.00
4. Unemployment Insurance	
Other Expenses	100,000.00
<b>E. PUBLIC SAFETY FUNCTIONS</b>	
1. Emergency Response	
Salaries & Wages	6,962,277.00
Other Expenses	1,710,884.00
2. Medical Examiner	
Salaries & Wages	363,495.00
Other Expenses	179,072.00
3. Sheriff's Office	
Salaries & Wages	2,801,500.00
Other Expenses	147,756.00
4. Prosecutor's Office	
Salaries & Wages	3,268,954.00
Other Expenses	458,713.00
5. Department of Corrections	
Salaries & Wages	654,535.00
Other Expenses	7,373,819.00
<b>F. PUBLIC WORKS FUNCTION</b>	
1. Roads and Bridges	
Salaries & Wages	808,359.00
Other Expenses	645,391.00
2. Buildings & Grounds	
Salaries & Wages	850,385.00
Other Expenses	626,860.00
3. Fleet Management	
Salaries & Wages	186,194.00
Other Expenses	234,763.00
<b>G. HEALTH AND HUMAN SERVICES</b>	
1. County Health Services – Interlocal Agreements (40:8A-1 et seq.)	
Salaries & Wages	475,665.00
Other Expenses	324,882.00
2. Educational & Disability Services	
Salaries & Wages	78,768.00
Other Expense	2,868.00

3. Senior Services	
Salaries & Wages	327,827.00
Other Expenses	447,200.00
4. Human Services	
Salaries & Wages	92,829.00
Other Expenses	244,509.00
5. Veterans Affairs	
Salaries & Wages	99,215.00
Other Expenses	13,758.00
6. Commission on Women	
Other Expenses	651.00
7. Animal Shelter	
Salaries & Wages	405,363.00
Other Expenses	762,044.00
8. Division of Social Services	
Salaries & Wages	3,271,705.00
Other Expenses	3,767,740.00
Aid to Dependent Children	26,805.00
Supplemental Social Security	130,066.00
9. Cerebral Palsy Clinic	
Other Expenses	26,000.00
10. Family Support Center (40:5-2.9)	
Other Expenses	61,700.00
11. Mental Health Outpost	
Other Expenses	213,500.00
12. Aid to Occupational Center of Gloucester County (40:23-8.11)	
Other Expenses	30,500.00
14. Juveniles in Need of Supervision (2A:4-42)	
Other Expenses	196,800.00
15. Support of Non-Profit Child Care Center	
Other Expenses	45,500.00
16. Code Blue Housing Services	50,000.00

#### **G. PARKS AND RECREATION FUNCTIONS**

1. Parks and Recreation	
Salaries & Wages	108,340.00
Other Expenses	118,469.00
2. Golf Course	
Salaries & Wages	168,018.00
Other Expenses	128,043.00

#### **H. EDUCATION FUNCTIONS**

1. Rowan College of Gloucester County	
Other Expenses	2,275,000.00
2. County Vocational School	
Other Expenses	2,137,500.00
3. Special Services School District	
Other Expenses	693,750.00
4. Office of the Superintendent of Schools	
Salaries & Wages	65,617.00
Other Expenses	5,975.00
5. County Extension Services	
Salaries & Wages	55,268.00
Other Expenses	38,969.00

#### **I. UTILITIES**

Electricity	500,000.00
Street Lighting	15,000.00
Water	30,000.00
Gas (Natural or Propane)	175,000.00
Heating Oil	15,000.00
Telephone	640,000.00
Sewer	25,000.00

Gasoline & Diesel	375,000.00
<b>J. LANDFILL/SOLID WASTE DISPOSAL</b>	
1. Soil Safe – Contractual Obligation Logan Township Other Expenses	60,000.00
<b>CONTINGENT</b>	
1. Contingent	100,000.00
<b>CAPITAL IMPROVEMENTS</b>	
1. Capital Furnishings and Equipment	10,000.00
2. Data Processing & Phone Equipment	75,000.00
3. Communications Equipment	10,000.00
4. Other Equipment	75,000.00
<b>COUNTY DEBT SERVICE</b>	
1. Principle on College Bonds	1,275,000.00
2. Interest on College Bonds	500,838.00
3. Interest on Other Bonds	3,625,167.00
4. Principle on Other Bonds	14,755,000.00
5. Improvement Authority Lease Purchase	
Principle	2,325,000.00
Interest	352,737.00
6. Justice Complex Loan – Principle	2,795,000.00
7. Justice Complex Loan – Interest	1,203,625.00
8. GCIA Loan Rev 2020 GCSSSD	
Principle	1,800,000.00
Interest	953,000.00
9. RU PA & Nursing School	
Principle	1,155,000.00
Interest	1,113,125.00
<b>STATUTORY EXPENDITURES</b>	
1. Public Employee's Retirement System	2,500,000.00
2. DCRP	50,000.00
3. Social Security	2,000,000.00
4. Police & Fire Retirement System	1,500,000.00
<b>TOTAL TEMPORARY BUDGET FOR THE YEAR 2026</b>	<b>\$ 97,841,750.00</b>
	=====

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

**LAURIE J. BURNS,**  
**CLERK OF THE BOARD**



## RESOLUTION AUTHORIZING EMERGENCY TEMPORARY APPROPRIATIONS

**WHEREAS**, an emergent condition has arisen with respect to certain programs, and there is a need to include additional monies in the 2026 Gloucester County temporary budget; and

**WHEREAS**, because no adequate provision has been made in the 2026 temporary appropriations for the aforesaid purpose, and N.J.S.A. 40A:4-20 provides for the creation of an emergency temporary appropriation for the purpose above mentioned; and

**WHEREAS**, the total emergency temporary resolutions adopted in the year 2026, pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.A. 40A:4-20) including this Resolution total \$17,306,086.00.

**NOW, THEREFORE, BE IT RESOLVED** (not less than two thirds of all members thereof affirmatively concurring) that in accordance with the provisions of N.J.S.A. 40A:4-20, the following is hereby authorized and approved:

1. An emergency temporary appropriation shall be:

### Statutory Expenditures

1. Public Employee's Retirement System	5,541,076.00
2. Police & Fire Retirement System	3,821,537.00
3. DCRP	10,000.00

<b>GCIA Contribution</b>	2,791,198.00
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### State & Federal Grants

1. Social Services for the Homeless – Code Blue	37,500.00
2. Social Services for the Homeless	162,170.00
3. Social Services for the Homeless - TANF	34,750.00
4. Senior Citizen & Disabled Resident Transportation	1,304,411.00
5. Section 5311 Rural Transportation	317,614.00
6. Juvenile Detention Alternative Initiative	120,000.00
7. State/Community Partnership	427,353.00
8. Family Court Grant	141,848.00
9. Area Plan Grant	1,778,157.00
10. Comprehensive Alcohol & Drug Abuse Grant	707,946.00
11. Operation Helping Hand	110,526.00

2. That said emergency temporary appropriations have been provided for the 2026 budget under the same titles.

3. That one (1) certified copy of this Resolution shall be filed with the Director of Local Government Services.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester and State of New Jersey held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

**ATTEST:**

**FRANK J. DIMARCO, DIRECTOR**

**LAURIE J. BURNS,  
CLERK OF THE BOARD**

**RESOLUTION ADOPTING A CASH MANAGEMENT PLAN  
PURSUANT TO N.J.S.A. 40A:5-14, ET SEQ.**

**WHEREAS**, pursuant to N.J.S.A. 40A:5-14, et seq., the County of Gloucester is required to adopt a “Cash Management Plan” annually, to assure that all public funds are deposited in interest-bearing depositories, or otherwise invested in permitted investments as per N.J.S.A. 40A:5-15.1; and

**WHEREAS**, the annual Cash Management Plan has been prepared for the County of Gloucester by Tracey N. Giordano, Treasurer, and is attached hereto as Schedule A and made a part hereof.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester that the County hereby approves and adopts the Cash Management Plan as prepared by Tracey N. Giordano, County Treasurer, attached hereto as Schedule A, effective for the period January 1, 2026 through December 31, 2026.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

\_\_\_\_\_  
**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

\_\_\_\_\_  
**LAURIE J. BURNS,  
CLERK OF THE BOARD**

# **SCHEDULE A**

CASH MANAGEMENT PLAN OF THE COUNTY OF GLOUCESTER  
STATE OF NEW JERSEY

I. STATEMENT OF PURPOSE.

This Cash Management Plan (the “Plan”) is prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for the deposits (“Deposits”) and investment (“Permitted Investments”) of certain public funds of the County of Gloucester, pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest bearing Deposits or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to ensure that any Deposit or Permitted Investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

II. IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN.

- A. The Plan is intended to cover the deposit and/or investment of the following funds and accounts of the County of Gloucester.

CURRENT FUND	PARKS & RECREATION
CHANGE FUNDS	GCIC HEALTH DEPOSIT ACCOUNT
PAYROLL ACCOUNT	GCIC DEPOSIT ACCOUNT
TRANSFER HOLDING ACCOUNT	GCIC LIABILITY CLAIMS
LIBRARY-CHECKING	GCIC HEALTH INSURANCE - DENTAL
COUNTY CLERK IMPROVEMENT	GCIC WORKER’S COMPENSATION CLAIMS
PROS. -AUTO THEFT	SOCIAL SERVICES CLEARING ACCOUNT
PROS. -SEIZED FUNDS	SOCIAL SERVICES GRANT ADMIN ACCOUNT
PROS. -FORFEITED FUNDS	SOCIAL SERVICES ADMINISTRATIVE ACCOUNT
PROS. FED. FORFEITED FUNDS	SOCIAL SERVICES ASSISTANCE ACCOUNT
PROS. ASSET MAINTENANCE	SOCIAL SERVICES GENERAL ASSISTANCE ZBA
PROS. -CONFIDENTIAL CHECKING	SOCIAL SERVICES OMEGA
SURROGATE IMPROVEMENT	SOCIAL SERVICES CHILD SUPPORT
SURROGATTE ESCROW	SURROGATE COURT ACCOUNT
PITMAN GOLF COURSE	FIRE MARSHAL ACCOUNT
TAX APPEALS	COUNTY CLERK CASH ACCOUNT
ANIMAL SHELTER	COUNTY CLERK DEPOSIT ACCOUNT
AFLAC FLEX ONE	MONEY MARKET
NUTRITION	SERV A TRAY
EMS	GLOUCESTER COUNTY ENVIRONMENTAL FEES
SHERIFF GENERAL	SHERIFF FORFEITED FUNDS
SHERIFF EXTRADITION	UNEMPLOYMENT TRUST
RESTRICTED FUNDS – NJ ARM	

III. DESIGNATION OF OFFICIALS OF THE COUNTY OF GLOUCESTER AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THIS PLAN.

The Chief Financial Officer of the County of Gloucester Tracey N. Giordano is hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such Deposits or any Permitted Investments, such officials of the County of Gloucester are directed to supply to all depositories or any other parties with whom the Deposits or Permitted Investments are made a written copy of this Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgment kept on file with such officials.

IV. DESIGNATION OF DEPOSITORIES.

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including any certificates of Deposit which are not otherwise invested in Permitted Investments as provided for in this Plan:

TD BANK	NJ CASH MANAGEMENT
PNC BANK	BANK OF AMERICA
FIRST HARVEST FERDERAL CREDIT UNION	FULTON BANK
THE BANK OF NEW YORK/MELLON	JP MORGAN CHASE BANK
NEWFIELD NATIONAL BANK	

All such depositories shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgment to the Designated Official referred to in Section III above.

V. DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM THE DESIGNATED OFFICIALS MAY DEAL.

The brokerage firms and/or dealers and other institutions are hereby designated as firms with whom the Designated Official of the County of Gloucester referred to in this Plan may deal for purposes of buying and selling securities identified in this Plan as Permitted Investments or otherwise providing for Deposits. All such brokerage firms and/or dealers shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgment to all Designated Official referred to in Section III above.

IV. AUTHORIZED INVESTMENTS.

- A. Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by the Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:
- (1) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
  - (2) Government money market mutual funds;
  - (3) Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
  - (4) Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the school district is located;
  - (5) Bonds or other obligations, having a maturity dated not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by Local Units;
  - (6) Local government investment pools;
  - (7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c. 281 (C.52:18A090.4); or
  - (8) Agreements for the repurchase of fully collateralized securities if:
    - (a) the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a;
    - (b) the custody of collateral is transferred to a third party;
    - (c) the maturity of the agreement is not more than 30 days;
    - (d) the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.236 (C.17:9-41); and
    - (e) a master repurchase agreement providing for the custody and security of collateral is executed.

For purposes of the above language, the terms "government money market mutual fund" and "local government investment pool" shall have the following definitions:

Government Money Market Mutual Fund. An investment company or investment trust:

- (a) which is registered with the Securities and Exchange Commission under the "Investment Company Act of 1940", 15 U.S.C. sec. 80a-1 et seq., and operated in accordance with 17 C.F.R. sec. 270.2a-7.
- (b) The portfolio of which is limited to U.S. Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities; and
- (c) which has:
  - (i) attained the highest ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or
  - (ii) retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the "Investment Advisors Act of 1940" 15 U.S.C. sec. 80b-1 et seq., with experience investing in U.S. Government securities for at least the most recent past 60 months and with assets under management in excess of \$500 million.

Local Government Investment Pool. An investment pool:

- (a) which is managed in accordance with 17 C.F.R. sec. 270.2a-7;
- (b) which is rated in the highest category by a nationally recognized statistical rating organization;

- (c) which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities;
- (d) which is in compliance with rules adopted pursuant to the "Administrative Procedure Act," P.L. 1968, c.410 (c.2:14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investments;
- (e) which does not permit investments in instruments that are: subject to high price volatility with hanging market conditions; cannot reasonably be expected at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and
- (f) which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967 c.9 (C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in the U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

#### VII. SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGEMENT OF RECEIPT OF PLAN.

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the County of Gloucester, then such instrument or security shall be covered by the custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the county of Gloucester to assure that there is no authorization use of the funds or the Permitted Investments or Deposits. Purchase of any Permitted Investments that involve securities shall be executed by a "delivery versus payment" method to ensure that such Permitted Investments are either received by the County of Gloucester or by a third-party custodian prior to or upon the release of the County's funds.

To assure that all parties with whom the County of Gloucester deals either by way of Deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing, a copy of which shall be on file with the Designated Official.

#### VIII. REPORTING REQUIREMENTS.

On the first day of each month during which this Plan is in effect, the Designated Official referred to in Section III hereof shall supply to the governing body of the County of Gloucester a written report of any Deposits or Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

- A. The name of the institution holding funds of the County of Gloucester as a Deposit or a Permitted Investment.
- B. The amount of securities or Deposits purchased or sold during the immediately preceding month.
- C. The class or type of securities purchased or Deposits made.
- D. The book value of such Deposits or Permitted Investments.
- E. The earned income on such Deposits or Permitted Investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.
- F. The fees incurred to undertake such Deposits or Permitted Investments.
- G. The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.
- H. All other information which may be deemed reasonable from time to time by the governing body of the County of Gloucester.

#### IX. TERM OF PLAN.

This Plan shall be in effect from **January 1, 2026 to December 31, 2026**. Attached to this Plan is a resolution of the governing body of the County of Gloucester approving this Plan for such period of time. The Plan may be amended from time to time. To the extent that any amendment is adopted by the Board of County Commissioners, the Designated Official is directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.



**RESOLUTION ESTABLISHING GLOUCESTER COUNTY EMPLOYEE  
SALARY RANGES AND FIXING COMPENSATION WITH ASSOCIATED  
TITLES FOR NON-UNION EMPLOYEES FOR THE YEAR 2026**

**WHEREAS**, pursuant to N.J.S.A. 40A:9-10 the Board of County Commissioners of the County of Gloucester shall fix the amount of salary, wages, or other compensation to be paid to County employees; and

**WHEREAS**, the Board and its administrative staff have carefully considered and researched the issue of appropriate salary ranges and specific compensation; and

**WHEREAS**, the results of the consideration and research as to compensation for non-union personnel for the year 2026 are set forth in the schedule(s) attached to this Resolution; and

**WHEREAS**, the Board of County Commissioners finds the salary ranges, compensation and scales in regard to the above to be fair and reasonable.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester that the salary ranges and compensation for County non-union personnel, and, the compensation scales for associated titles as set forth on the schedules attached hereto and incorporated herein, be and are hereby approved; and, that the designated County employees shall be compensated accordingly for the year 2026; and

**BE IT FURTHER RESOLVED** that if during the course of the year 2026 any personnel are promoted, or such salaries or compensation shall be modified, then all such promotions and/or modifications shall be accomplished consistent with all applicable laws, rules and regulations, including applicable statutes, civil service regulations and the County Administrative Code, and shall be accomplished by the appointing authority consistent with applicable County procedures.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

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**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

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**LAURIE J. BURNS,  
CLERK OF THE BOARD**

# EXHIBIT A



## **DEPARTMENT HEADS**

Level 1	\$ 85,000 - \$145,308
Level 2	\$110,000 - \$165,403
Level 3	\$144,887 - \$298,614
Administration	\$191,308 - \$287,168

## **DEPARTMENT HEADS**

County Administrator	Administration
County Counsel	Administration
County Engineer	Level 3
County Medical Examiner	Level 3
County Treasurer	Administration
Deputy County Administrator	Administration
Director, Animal Shelter	Level 1
Director, Office of Taxation	Level 3
Director, Buildings and Grounds	Level 3
Director, Department of Health & Senior Services	Level 3
Director, Economic Development	Level 2
Director, Golf Course	Level 1
Director, Human Services	Level 2
Director, Information Technology	Level 2
Director, Parks and Recreation	Level 1
Director, Public Works	Level 3
Director, Senior Services	Level 2
Director, Social Services	Level 3
Director, Veteran's Affairs	Level 1
Emergency Response Coordinator	Level 3

## **DEPUTY DEPARTMENT HEADS**

\$100,000 - \$144,591

## **MANAGEMENT STAFF**

Level 1	\$ 20.00 - \$120,828 per hour
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Level 2	\$ 72,059 - \$169,898
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Level 3	\$122,414 - \$174,611
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## **DEPUTY DEPARTMENT HEADS**

Assistant Director, Buildings and Grounds

Assistant Director, Emergency Response

Deputy County Tax Assessor

Deputy Director of Welfare Services

Emergency Management Coordinator

Fire Marshal

Supervisor, Veteran's Interment

## **MANAGEMENT STAFF**

Administrative Clerk	Level 1
Assistant County Counsel	Level 2
Assistant County Engineer	Level 2
Assistant Deputy Tax Assessor	Level 2
Assistant Director, Fire Services	Level 2
Assistant Director, Public Safety	Level 2
Assistant County Fire Marshal	Level 2
Assistant Manager, Golf Facilities	Level 1
Assistant Road Supervisor	Level 2
Assistant to the Chief EMS – Administrative	Level 1
Assistant to the Chief EMS – Clinical	Level 1
Assistant to the Chief EMS – Operations	Level 1
Assistant Veterans Service Officer	Level 1
Chief Clerk	Level 2
Chief Emergency Medical Technician	Level 3
Clerk of the Board	Level 1
Confidential Assistant	Level 1
Confidential Assistant – Qualified Purchasing Agent	Level 1
Deputy Chief Emergency Medical Technician	Level 1
Deputy County Medical Examiner	Level 2
Deputy Emergency Management Coordinator	Level 2



## **MANAGEMENT STAFF CONTINUED**

Deputy Fire Marshal/Instructor	Level 1
Director, Public Health Nursing	Level 3
Director of Fire Services	Level 3
Director, Police Academy	Level 2
Director of Public Safety	Level 3
Division Head	Level 3
Environmental Health Coordinator	Level 3
Farm Land Inspector	Level 1
Fire Marshal	Level 1
Fiscal Officer	Level 3
Health Officer	Level 3
Human Resource Coordinator	Level 2
Secretarial Assistant	Level 1
Veteran Affairs Service Officer	Level 1

## **NON-UNION PERSONNEL**

Alternate, Construction Board of Appeals	\$ 3,867
Chairman, Construction Board of Appeals	\$ 3,867
Clerk 1	\$20.00 p.h. - \$ 75,000
Clerk 2	\$55,000- \$ 92,584
Clerk 3	\$65,245 - \$ 99,755
Commissioner Aide	\$33,804 - \$ 98,636
Confidential Assistant	\$29,813 - \$ 99,189
Judge	\$10,000 - \$ 80,000
Medical Director	\$50,210 – \$109,231
Member, Construction Board of Appeals	\$ 3,867
Payroll Supervisor	\$55,204 - \$114,532
Personnel Technician	\$95,458 - \$120,309
Seasonal Employee, hourly	\$15.92 – \$40.00
Secretary, Planning Board	\$ 5,850 - \$ 7,850
Student Assistant, PT (hourly)	\$15.95 - \$30.00
Wage and Hour, PT	\$27.22 p.h. - \$47.22 p.h.

## **ROW OFFICERS**

<b>County Clerk</b>	\$182,218 \$ 3,634
<b>Deputy County Clerk</b>	\$139,322*
*The annual compensation of the deputy county clerk shall not exceed ¾ of the annual compensation of the county clerk	
<b>Data Processing Programmer</b>	\$ 87,280 - \$107,280
<b>Confidential Aide</b>	\$ 57,217 - \$ 77,217
 <b>Sheriff</b>	 \$182,218
<b>Undersheriff</b>	\$132,235 - \$152,235
<b>Chief Warrant Officer</b>	\$ 99,412 - \$119,412
<b>Aide</b>	\$ 66,588 - \$ 86,588
 <b>Correctional Services</b>	
<b>Warden</b>	\$163,111 - \$183,111
 <b>Surrogate</b>	 \$182,218
<b>Deputy Surrogate</b>	\$130,758 - \$150,758

## **BOARD OF ELECTIONS**

Chairperson, Board of Elections	\$15,000
Secretary/Board of Elections	\$15,000
Commissioner, Board of Elections	\$10,000
Clerk 2	\$42,605 - \$62,605

## **SUPERINTENDENT OF ELECTIONS**

Administrative Clerk	\$87,914 - \$107,914
Clerk 1	\$30,000 - \$63,352
Clerk 1 part time	\$15.92 per hour – \$25.00 per hour
Clerk 2	\$42,605 - \$62,605
Clerk 3	\$61,561 - \$81,561
Data Processing Programmer	\$124,999 - \$144,999
Director of Election Operations	\$129,043 - \$149,043
Superintendent of Elections	\$130,254 - \$150,254

## **PROSECUTOR'S OFFICE**

County Prosecutor	\$212,414.83
Chief of County Investigators	\$189,214 - \$209,214
Deputy Chief of County Investigator	\$186,206 - \$206,206
First Assistant Prosecutor	\$186,046 - \$206,046
Office Manager	\$148,633 - \$168,633
Confidential Aide	\$ 68,450 - \$ 88,450



**RESOLUTION AUTHORIZING MODIFICATION OF  
COUNTY FEES FOR 2026**

**WHEREAS**, the County provides certain services and programs to residents to promote well-being, health, and recreation; and

**WHEREAS**, it is necessary to modify and establish fee schedules relative to said services and programs annually; and

**WHEREAS**, fee schedules for the Departments of EMS, Health and Pitman Golf Course, have been established for the year 2026, and are attached hereto as **Exhibit A**.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester that the 2026 fees for the Departments of EMS, Health and Pitman Golf Course are hereby approved, as set forth in the schedules annexed hereto as **Exhibit A**, and shall be effective as of January 1, 2026.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

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**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

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**LAURIE J. BURNS,  
CLERK OF THE BOARD**

# EXHIBIT A

<b>GLOUCESTER COUNTY EMS FEES -2026</b>				
	<b>Fees -2025</b>	<b>Fees-2026</b>	<b>Increase</b>	
<b>Basic Transport</b>	\$ 985.00	\$ 995.00	\$	10.00
<b>Additional Fee per mile for patient transport</b>	\$ 25.00	\$ 25.00		
<b>Use of Cervical Collar</b>	\$ 65.00	\$ 65.00		
<b>Provision of Oxygen</b>	\$ 95.00	\$ 95.00		
<b>CPR Training</b>	\$ 75.00	\$ 95.00	\$	20.00
<b>Safe Sitter Training</b>	\$ 50.00	\$ 50.00		
<b>Naloxone</b>	\$ 95.00	\$ 95.00		
<b>Epi-Pen</b>	\$ 195.00	\$ 195.00		
<b>CPAP</b>	\$ 95.00	\$ 95.00		
<b>BLS Disposable</b>	\$ 65.00	\$ 65.00		
<b>Standby Fee (Per Hour, each staffed ambulance)</b>	\$ 225.00	\$ 225.00		
<b>Assessment service w/out transport</b>	\$ 225.00	\$ 250.00	\$	25.00
<b>EMT Refresher/Core (per session)</b>	\$ 145.00	\$ 155.00	\$	10.00
<b>Initial EMT Training Academy</b>	\$ 3,500.00	\$ 3,750.00	\$	250.00

## GLOUCESTER COUNTY DEPARTMENT OF HEALTH - Proposed 2026 Fees

Plan Review for Consumer Health	Fees - 2023	Proposed Fees - 2026	Increase
<b>Retail Food Establishment</b>			
Risk Factor 1 - Plan Review	\$75.00	\$175.00	\$100
Risk Factor 2 - Plan Review	\$100.00	\$250.00	\$150
Risk Factor 3 - Plan Review	\$150.00	\$250.00	\$100
Risk Factor 4 - Plan Review	None Currently	\$300.00	\$300
<b>Retail Food Establishment Reinspection</b>			
Reinspection fee (first)	\$50.00	\$100.00	\$50
Reinspection fee (second)	\$75.00	\$150.00	\$75
Reinspection fee (third & above)	\$125.00	\$250.00	\$125
<b>Mobile/Temporary Food Plan Review</b>			
Risk Factor 1	\$50.00	\$200.00	\$150
Risk Factor 2	\$75.00	\$200.00	\$125
Risk Factor 3	\$150.00	\$200.00	\$50
<b>Mobile Food Reinspection</b>			
Reinspection fee (first)		\$50.00	\$50
Reinspection fee (second)		\$75.00	\$75
Reinspection fee (third & above)		\$125.00	\$125

## GLOUCESTER COUNTY DEPARTMENT OF HEALTH - Proposed 2026 Fees

Plan Review for Consumer Health			
	Fees - 2023	Proposed Fees - 2026	Increase
<b>Recreational Bathing</b>			
<b>Lakes - Annual Renewal</b>			
Reinspection fee (first)	\$50.00	\$100.00	\$50
Reinspection fee (second)	\$75.00	\$150.00	\$75
Reinspection fee (third & above)	\$125.00	\$250.00	\$125
<b>Seasonal Swimming Pools - Annual Renewal</b>			
Reinspection fee (first)	\$50.00	\$100.00	\$50
Reinspection fee (second)	\$75.00	\$150.00	\$75
Reinspection fee (third & above)	\$125.00	\$250.00	\$125
<b>Seasonal Hot Tubs - Annual Renewal</b>			
Reinspection fee (first)	\$50.00	\$100.00	\$50
Reinspection fee (second)	\$75.00	\$150.00	\$75
Reinspection fee (third & above)	\$125.00	\$250.00	\$125
<b>Splash Pad - Annual Renewal</b>			
Reinspection fee (first)	\$50.00	\$100.00	\$50
Reinspection fee (second)	\$75.00	\$150.00	\$75
Reinspection fee (third & above)	\$125.00	\$250.00	\$125
<b>Wading Pool - Annual Renewal</b>			
Reinspection fee (first)	\$50.00	\$100.00	\$50
Reinspection fee (second)	\$75.00	\$150.00	\$75
Reinspection fee (third & above)	\$125.00	\$250.00	\$125
<b>Year Round Pools - Annual Renewal</b>			
Reinspection fee (first)	\$50.00	\$100.00	\$50
Reinspection fee (second)	\$75.00	\$150.00	\$75
Reinspection fee (third & above)	\$125.00	\$250.00	\$125



## GLOUCESTER COUNTY DEPARTMENT OF HEALTH - Proposed 2026 Fees

<b>Plan Review for Consumer Health</b>	<b>Fees - 2023</b>	<b>Proposed Fees - 2026</b>	<b>Increase</b>
<b>Year Round Hot Tub - Annual Renewal</b>			
Reinspection fee (first)	\$50.00	\$100.00	\$50
Reinspection fee (second)	\$75.00	\$150.00	\$75
Reinspection fee (third & above)	\$125.00	\$250.00	\$125
<b>Pre-operational swimming pools</b>			
Reinspection fee (first)	\$50.00	\$100.00	\$50
Reinspection fee (second)	\$75.00	\$150.00	\$75
Reinspection fee (third & above)	\$125.00	\$250.00	\$125
<b>Pet Shops and Kennels - Plan Review</b>	\$100.00	\$200.00	\$100
Reinspection fee (first)	\$50.00	\$100.00	\$50
Reinspection fee (second)	\$75.00	\$150.00	\$75
Reinspection fee (third & above)	\$125.00	\$250.00	\$125
<b>Tattoo Studio Due by December 31st</b>			
Application for New Facility and Plan Review	\$300.00	\$400.00	\$100
Application - Annual Renewal	\$150.00	\$250.00	\$100
Plans for Removal or Renovation permitted facilities	\$150.00	\$250.00	\$100
Change of Personnel Notification	\$100.00	\$250.00	\$150
Temporary Facility Application	\$1,000.00	\$1,000.00	\$0
Reinspection fee (first)	\$50.00	\$100.00	\$50
Reinspection fee (second)	\$75.00	\$150.00	\$75
Reinspection fee (third & above)	\$125.00	\$250.00	\$125

## GLOUCESTER COUNTY DEPARTMENT OF HEALTH - Proposed 2026 Fees

Plan Review for Consumer Health	Fees - 2023	Proposed Fees - 2026	Increase
<b>Body Piercing Due by December 31st</b>			
Application for New Facility and Plan Review	\$300.00	\$400.00	\$100
Application - Annual Renewal	\$150.00	\$250.00	\$100
Plans for Removal or Renovation permitted facilities	\$150.00	\$250.00	\$100
Change of Personnel Notification	\$100.00	\$250.00	\$150
Temporary Facility Application	\$1,000.00	\$1,000.00	\$0
Reinspection fee (first)	\$50.00	\$100.00	\$50
Reinspection fee (second)	\$75.00	\$150.00	\$75
Reinspection fee (third & above)	\$125.00	\$250.00	\$125
<b>Permanent Cosmetic Due by December 31st</b>			
Application for New Facility and Plan Review	\$300.00	\$400.00	\$100
Application - Annual Renewal	\$150.00	\$250.00	\$100
Plans for Removal or Renovation permitted facilities	\$150.00	\$250.00	\$100
Change of Personnel Notification	\$100.00	\$250.00	\$150
Temporary Facility Application	\$1,000.00	\$1,000.00	\$0
Reinspection fee (first)	\$50.00	\$100.00	\$50
Reinspection fee (second)	\$75.00	\$150.00	\$75
Reinspection fee (third & above)	\$125.00	\$250.00	\$125

## GLOUCESTER COUNTY DEPARTMENT OF HEALTH - Proposed 2026 Fees

Plan Review for Consumer Health	Fees - 2023	Proposed Fees - 2026	Increase
<b>Ear Piercing Facilities Due by December 31st</b>			
Application for New Facility and Plan Review	\$150.00	\$250.00	\$100
Application - Annual Renewal	\$50.00	\$250.00	\$200
Plans for Removal or Renovation permitted facilities	\$150.00	\$250.00	\$100
Change of Personnel Notification	\$100.00	\$250.00	\$150
Temporary Facility Application	\$1,000.00	\$1,000.00	\$0
Reinspection fee (first)	\$50.00	\$100.00	\$50
Reinspection fee (second)	\$75.00	\$150.00	\$75
Reinspection fee (third & above)	\$125.00	\$250.00	\$125
<b>Youth Camp</b>			
Reinspection fee (first)	\$50.00	\$100.00	\$50
Reinspection fee (second)	\$75.00	\$150.00	\$75
Reinspection fee (third & above)	\$125.00	\$250.00	\$125

## GLOUCESTER COUNTY DEPARTMENT OF HEALTH - Proposed 2026 Fees

Plan Review for Consumer Health	Fees - 2023	Proposed Fees - 2026	Increase
Plan Review for Environmental Quality	Fee	Proposed for 2026	
Wells	\$125.00	\$250.00	\$125
Septic Systems (Plans will expire after 2 years)			
New Construction	\$375.00	\$600.00	\$225
Alteration	\$325.00	\$500.00	\$175
Repair ( existing system )	\$125.00	\$300.00	\$175
Repair ( existing system ) Revision		\$200.00	\$200
Repair ( In Kind - involves the disposal field )	\$175.00	\$300.00	\$125
Revision (Alteration and New Construction)	\$200.00	\$400.00	\$200
Septic system permit renewal	\$160.00	\$250.00	\$90
Continuing Use	\$75.00	\$200.00	\$125
Well and Septic Abandonment	\$50.00 each or \$75.00 for both	\$150.00 each or \$200.00 for both	\$100 each or \$125 for both
Onsite Septic System Installation Re-Inspections - Installers/Contractors (for Unsat. Installations)			
Reinspection fee (first)	\$75.00	\$100.00	\$25
Reinspection fee (second)	\$100.00	\$150.00	\$50
Reinspection fee (third)	\$150.00	\$200.00	\$50

**GLOUCESTER COUNTY DEPARTMENT OF HEALTH - Proposed 2026 Fees**

<b>Plan Review for Consumer Health</b>	<b>Fees - 2023</b>	<b>Proposed Fees - 2026</b>	<b>Increase</b>
<b>Real Estate System Reviews</b>			
Real Estate Inspection of septic system review ( Onsite Inspection of Septic System review )	\$150.00	\$300.00	\$150
Real Estate Inspection of septic system review update (Onsite Inspection of Septic System update)	\$100.00	\$200.00	\$100

# **Pitman Golf Course**

## **2026 In Season Fee Schedule**

[www.pitmangolfcourse.com](http://www.pitmangolfcourse.com)   [gcgolf@co.gloucester.nj.us](mailto:gcgolf@co.gloucester.nj.us)

*Effective April 1st through October 31st*

*Fees Listed Below Show Walk / Ride*

### **Weekday Green Fee Rates**

	<u><b>Open to 12noon</b></u>	<u><b>Mid Day</b></u>	<u><b>Twilight</b></u>
County Discount Golf ID Card	\$32 / \$51	\$29 / \$45	\$26 / \$42
Public Fee	\$41 / \$60	\$36 / \$52	\$32 / \$48
Senior, County Discount Golf ID Card	\$25 / \$40	\$23 / \$38	\$23 / \$38
Senior, Public Fee	\$34 / \$49	\$31 / \$46	\$31 / \$46
Junior, County Discount Golf ID Card	\$32 / \$51	\$22 / \$38	\$20 / \$36
Junior, Public Fee	\$39 / \$58	\$25 / \$41	\$22 / \$38
9~Hole Green Fee	\$26 / \$39	\$23 / \$36	\$21 / \$34
Gloucester County Veterans (restrictions apply) *	\$16 / \$31	\$14.50 / \$29.50	\$13 / \$26
Gloucester County Active Military (restrictions apply) *	\$16 / \$35	\$14.50 / \$30.50	\$13 / \$29

### **Weekend Green Fee Rates**

County Discount Golf ID Card	\$37 / \$56	\$33 / \$49	\$28 / \$44
Public Fee	\$47 / \$66	\$41 / \$57	\$35 / \$51
Senior, County Discount Golf ID Card	\$33 / \$48	\$27 / \$42	\$27 / \$42
Senior, Public Fee	\$42 / \$57	\$34 / \$49	\$34 / \$49
Junior, County Discount Golf ID Card	\$37 / \$56	\$25 / \$41	\$21 / \$37
Junior, Public Fee	\$47 / \$66	\$30 / \$46	\$26 / \$42
9~Hole Green Fee	\$29 / \$42	\$26 / \$39	\$24 / \$36
Gloucester County Veterans (restrictions apply) *	n/a	\$16.50 / \$31.50	\$14 / \$29
Gloucester County Active Military (restrictions apply)	n/a	\$16.50 / \$32.50	\$14 / \$30

### **Cart Rental Rates (per person)**

18 Hole Power Cart	\$19.00
Senior 18 Hole Power Cart	\$15.00
Mid~Day/Twilight Power Cart	\$16.00
9~Hole Power Cart	\$13.00
Hand Cart (Push Cart Style)	\$4.00

### **PGC Senior Season Pass Rates (seniors age 60 and over only) Available on 1/01**

Senior Gloucester County Residents, single weekdays only (valid through 12/31)	\$900.00
Senior Non Resident, single weekdays only (valid through 12/31)	\$1,400.00

### **County Discount Golf ID Card Available on 1/01**

Gloucester County Residents - Purchase New or Annual Renewal (valid through 12/31)	\$50.00
Non Residents - Purchase New or Annual Renewal (valid through 12/31)	\$100.00

### **Miscellaneous Fees**

Driving Range, Small Bucket	\$8.00
Driving Range, Large Bucket	\$12.00
Driving Range, X-Large Bucket	\$15.00
Handicap Service (valid through current USGA season)	\$55.00
Club Rental (includes clubs and bag)	\$50.00

*Golf ID Card must be purchased and presented for reduced rates*

*Age 60 qualifies for Senior Discounts*

*Mid Day and Twilight Times vary through season (current times posted in pro-shop)*

*\* Gloucester County Veterans & Active Military Discount - see restrictions below*

*(Normal cart fees apply if riding, Valid all day Mondays and after 12noon on Tuesdays through Sundays)*



**RESOLUTION AUTHORIZING A CONTRACT WITH PARKER MCCAY, P.A.  
FOR PROFESSIONAL BOND COUNSEL AND OTHER LEGAL SERVICES  
FROM JANUARY 1, 2026 TO DECEMBER 31, 2026 IN AN AMOUNT  
NOT TO EXCEED \$325,000.00**

**WHEREAS**, the County of Gloucester ("County") has the need for professional bond counsel and other legal services and requested proposals via **RFP-26-001** from interested providers and evaluated those proposals consistent with the County's fair and open procurement process and the terms and provisions of N.J.S.A. 19:44A-20.4 et seq.; and

**WHEREAS**, the evaluation, based on the established criteria, concluded that Parker McCay, P.A. of 9000 Midlantic Drive, Suite 300, Mt. Laurel, NJ 08054-1539, made the most advantageous proposal, in an amount not to exceed \$325,000.00; and

**WHEREAS**, the contract shall be for estimated units of service on an as-needed basis and is therefore open-ended, which does not obligate the County to make any purchase or obtain any service, so that no Certificate of Availability of Funds is required at this time; and

**WHEREAS**, this contract may be awarded without public advertising for bids and bidding, in that the subject matter of the contract is the provision of professional services pursuant to N.J.S.A. 40A:11-5(1)(a)(i).

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester that the Director is hereby authorized to execute and the Clerk of the Board is directed to attest to a contract with Parker McCay, P.A. for professional bond counsel and other legal services, as per **RFP-26-001**, from January 1, 2026 to December 31, 2026, in an amount not to exceed \$325,000.00; and

**BE IT FURTHER RESOLVED** that prior to any purchase made or service rendered pursuant to the within award, a certification must be obtained from the County Treasurer certifying that sufficient funds are available at that time for that particular purchase, and identifying the line item of the County budget out of which said funds will be paid; and

**BE IT FURTHER RESOLVED** that a brief notice shall be published once in the South Jersey Times pursuant to the requirements of the Local Public Contracts Law stating the nature, duration, service and amount of the contract, and further, stating that a copy of this Resolution and contract are on file and available for public inspection in the Office of the Clerk of the Board of Gloucester County.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

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**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

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**LAURIE J. BURNS,  
CLERK OF THE BOARD**

**CONTRACT FOR PROFESSIONAL SERVICES  
BETWEEN  
COUNTY OF GLOUCESTER  
AND  
PARKER MCCAY, P.A.**

**THIS CONTRACT** is made this 2<sup>nd</sup> day of **January, 2026**, by and between the **COUNTY OF GLOUCESTER**, a body politic and corporate of the State of New Jersey, with administrative offices at 2 South Broad Street, Woodbury, NJ 08096, hereinafter referred to as “**County**”, and **PARKER MCCAY, P.A.**, with an address 9000 Midlantic Drive, Suite 300, Mt. Laurel, NJ 08054-1539, hereinafter referred to as “**Contractor**”.

**RECITALS**

**WHEREAS**, there exists a need by the County to contract for professional bond counsel and other legal services, as per **RFP-26-001**; and

**WHEREAS**, Contractor represents that it is qualified to perform the said required services, and desires to so perform pursuant to the terms and provisions of this Contact.

**WHEREAS**, this Contract is awarded pursuant to, and consistent with, the County’s Fair and Open Procurement Process and the terms and provisions of N.J.S.A. 19:44A-20.4; and

**NOW, THEREFORE**, in consideration of the mutual promises, agreements, and other considerations made by and between the parties, the County and the Contractor do hereby agree as follows:

**TERMS OF AGREEMENT**

1. **TERM**. The term of this Contract shall commence on January 1, 2026 and terminate on December 31, 2026.

2. **COMPENSATION**. Contractor shall be compensated in a total amount not to exceed \$325,000.00, as per prices submitted in response to the County’s Request for Proposal dated December 3, 2025. The Proposal is incorporated into and made part of this Contract by reference.

Contractor shall be paid in accordance with this Contract document upon receipt of an invoice and a properly executed voucher. After approval by the County, the payment voucher shall be placed in line for prompt payment.

Each invoice shall contain an itemized, detailed description of all work performed during the billing period. Failure to provide sufficient specificity shall be cause for rejection of the invoice until the necessary details are provided.

It is also agreed and understood that the acceptance of the final payment by Contractor shall be considered a release in full of all claims against the County arising out of, or by reason of, the work done and materials furnished under this Contract.

**3. DUTIES OF CONTRACTOR.** The specific duties of the Contractor shall be for professional bond counsel and other legal services as set forth in **RFP-26-001**, and Contractor's Proposal, which are incorporated by reference in their entirety and made a part of this Contract. Contractor agrees that it has or will comply with, and where applicable shall continue throughout the period of the Contract to comply with all of the requirements set out in **RFP-26-001**.

**4. FURTHER OBLIGATIONS OF THE PARTIES.** During the performance of this Contract, the Contractor agrees as follows:

a. The Contractor will not discriminate against any employee or applicant for employment, and will ensure that equal employment opportunity is afforded to all applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality, sex, veteran status or military service. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

b. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

c. The Contractor will send to each labor union with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the Contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

d. The Contractor, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

e. The Contractor agrees to make good faith efforts to meet targeted County employment goals established in accordance with N.J.A.C. 17:27-5.2.

**5. LICENSING.** If the Contractor is required to maintain a license in order to perform the services which are the subject of this Contract, then prior to the effective date of this Contract, and as a condition precedent to its taking effect, Contractor shall provide to the County a copy of all current licenses to operate in the State of New Jersey, which license shall be in good

standing and shall not be subject to any current action to revoke or suspend, and shall remain so throughout the term of this Contract.

Contractor shall notify the County immediately in the event of suspension, revocation or any change in status (or in the event of the initiation of any action to accomplish such suspension, revocation and/or change in status) of license or certification held by Contractor, or its agents and/or subcontractors.

**6. TERMINATION.** This Contract may be terminated as follows:

a. Pursuant to the termination provisions set forth in the Bid Specifications or in the Request for Proposals, if any, as the case may be, which are specifically referred to and incorporated herein by reference.

b. If Contractor is required to be licensed in order to perform the services which are the subject of this Contract, then this Contract may be terminated by County in the event that the appropriate governmental entity with jurisdiction has instituted an action to have the Contractor's license suspended, or in the event that such entity has revoked or suspended said license. Notice of termination pursuant to this subparagraph shall be effective immediately upon the giving of said notice.

c. If, through any cause, the Contractor shall fail to fulfill in timely and proper manner his obligations under this Contract, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Contract, the County shall thereupon have the right to terminate this Contract by giving written notice to the Contractor of such termination and specifying the effective date thereof. In such event, all finished or unfinished documents, data, studies, and reports prepared by the Contractor under this Contract, shall be forthwith delivered to the County.

d. The County may terminate this Contract for public convenience at any time by a notice in writing from the County to the Contractor. If the Contract is terminated by the County as provided herein, the Contractor will be paid for the services rendered to the time of termination.

e. Notwithstanding the above, the Contractor shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of the Contract by the Contractor, and the County may withhold any payments to the Contractor for the purpose of set off until such time as the exact amount of damages due the County from the Contractor is determined.

f. Termination shall not affect the validity of the indemnification provisions of this Contract, nor prevent the County from pursuing any other relief or damages to which it may be entitled, either at law or in equity.

7. **NO ASSIGNMENT OR SUBCONTRACT.** This Contract may not be assigned, nor subcontracted by the Contractor, except as otherwise agreed in writing by both parties. Any attempted assignment or subcontract without such written consent shall be void with respect to the County, and no obligation on the County's part to such subcontractor or assignee shall arise, unless the County shall elect to accept, and consent to, such assignment or subcontract.

8. **INDEMNIFICATION.** The Contractor shall be responsible for, shall keep save and hold the County harmless from, and shall indemnify the County against, any claim, loss, liability, expense (specifically including but not limited to costs, counsel fees and/or experts' fees), or damage resulting from all mental or physical injuries or disability, including death, to employees or recipients of the Contractor's services or to any other persons, or from any damage to any property sustained in connection with this contract which results from any acts or omissions, including negligence or malpractice, of any of its officers, directors, employees, agents, servants, or independent contractors, or from the Contractor's failure to provide for the safety and protection of its employees, or from Contractor's performance or failure to perform pursuant to the terms and provisions of this Contract, whether or not due to negligence, fault, or default of the Contractor. The Contractor's liability under this Contract shall continue after the termination of this Contract with respect to any liability, loss, expense or damage resulting from acts occurring prior to termination.

9. **INSURANCE.** Contractor shall, if applicable to the services to be provided, maintain general liability, automobile liability, business operations, builders and Workers' Compensation insurance in amounts and with companies deemed satisfactory by the County. Said policies shall be in compliance with any applicable requirements of the State of New Jersey and of the United States. Contractor shall, simultaneously with the execution of this Contract, deliver certifications of said insurance to County, naming the County as an additional insured.

If Contractor is a member of a profession which is subject to suit for professional malpractice, then Contractor shall maintain and continue in full force and effect, an insurance policy for professional liability/malpractice with limits of liability acceptable to the County. Contractor shall, simultaneously with the execution of this Contract, and as a condition precedent to its taking effect, provide to County a copy of a certificate of insurance, verifying that said insurance is and will be in effect during the term of this Contract.

The County shall review the certificate for sufficiency and compliance with this paragraph and approval of said certificate and policy shall be necessary prior to this Contract taking effect. Contractor also hereby agrees to continue said policy in force and effect for the period of the applicable statute of limitations following the termination of this Contract, and shall provide the County with copies of certificates of insurance as the certificates may be renewed during that period of time.

10. **SET-OFF.** Should Contractor either refuse or neglect to perform the services which Contractor is required to perform in accordance with the terms of this Contract, and if expense is incurred by County by reason of Contractor's failure to perform, then and in that event, such expenses shall be deducted from any payment due to Contractor. Exercise of such

set-off shall not operate to prevent County from pursuing any other remedy to which it may be entitled.

**11. PREVENTION OF PERFORMANCE BY COUNTY.** In the event that the County is prevented from performing this Contract by circumstances beyond its control, then any obligations owing by the County to the Contractor shall be suspended without liability for the period during which the County is so prevented.

**12. NON-WAIVER.** The failure by the County to enforce any particular provision of this Contract, or to act upon a breach of this Contract by Contractor, shall not operate as or be construed as a waiver of any subsequent breach, nor a bar to any subsequent enforcement

**13. PARTIAL INVALIDITY.** In the event that any provisions of this Contract shall be, or become, invalid under any law or applicable regulation, such invalidity shall not affect the validity or enforceability of any other provisions of this Contract.

**14. NOTICES.** Notices required by this Contract shall be effective upon mailing of notice by regular and certified mail to the addresses set forth above, or by personal service, or if such notice cannot be delivered or personally served, then by any procedure for notice pursuant to the Rules of Court of the State of New Jersey.

**15. GOVERNING LAW, JURISDICTION AND VENUE.** This Contract and all questions relating to its validity, interpretation, performance or enforcement shall be governed by and construed in accordance with the laws of the State of New Jersey. The parties each irrevocably agree that any dispute arising under, relating to, or in connection with, directly or indirectly, this agreement or related to any matter which is the subject of or incidental to this agreement (whether or not such claim is based upon breach of contract or tort) shall be subject to the exclusive jurisdiction and venue of the state and/or federal courts located in Gloucester County, New Jersey or the United States District Court, District of New Jersey, Camden, New Jersey. This provision is intended to be a "mandatory" forum selection clause and governed by and interpreted consistent with New Jersey law and each waives any objection based on forum non conveniens.

**16. INDEPENDENT CONTRACTOR STATUS.** The parties acknowledge that Contractor is an independent contractor, and is not an employee, or agent of the County.

**17. BINDING EFFECT.** This Contract shall be binding on the undersigned, and their successors and assigns.

**18. CONTRACT PARTS.** This Contract consists of this Contract document, **RFP-26-001** issued by the County, and the Contractor's Proposal. Should there occur a conflict between this Contract or **RFP-26-001**, and Contractor's Proposal, then this Contract, or the RFP, as the case may be, shall prevail.



**THIS CONTRACT** is effective as of the date first written above.

**IN WITNESS WHEREOF**, the County has caused this instrument to be signed by its Commissioner Director and attested by its Clerk of the Board, pursuant to a Resolution of the Board of County Commissioners passed for that purpose, and Contractor has caused this instrument to be signed by its properly authorized representative and its corporate seal affixed the day and year first above written.

**ATTEST:**

**COUNTY OF GLOUCESTER**

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**LAURIE J. BURNS,  
CLERK OF THE BOARD**

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**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

**PARKER MCCAY, P.A.**

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**By: PHILIP A. NORCROSS  
Title:**



# PARKER McCAY

Parker McCay P.A.  
9000 Midlantic Drive, Suite 300  
P.O. Box 5054  
Mount Laurel, New Jersey 08054-5054

P: 856.596.8900  
F: 856.596.9631  
www.parkermccay.com

**Philip A. Norcross, Esquire**  
*Managing Shareholder and Chief Executive Officer*  
P: 856-985-4021  
pnorcross@parkermccay.com

December 5, 2025

Kimberly Larter, Qualified Purchasing Agent  
County of Gloucester  
Two South Broad Street  
Woodbury, New Jersey 08096

Re: **REQUEST FOR PROPOSAL - Bond Counsel**

Dear Ms. Larter:

On behalf of Parker McCay P.A., I am pleased to submit the enclosed proposal for consideration by the County of Gloucester for Bond Counsel.

Parker McCay P.A. is the leading bond counsel firm based in New Jersey and currently serves as bond counsel to more than one hundred governmental entities, including dozens of school districts throughout the state. I believe our credentials are second to none. I invite you to browse our website at [www.parkermccay.com](http://www.parkermccay.com) to obtain additional information concerning our firm.

The enclosed submission describes in detail our qualifications and experience, and provides a general overview of the firm. You will find that Parker McCay is exceptionally qualified to satisfy the responsibilities required in the Request for Proposal and provide quality legal services on behalf of the County of Gloucester.

Please feel free to contact me at 856-985-4021 or [pnorcross@parkermccay.com](mailto:pnorcross@parkermccay.com) if you have any questions or need additional information. Thank you for your time and consideration in this matter.

Very truly yours,

PHILIP A. NORCROSS  
Managing Shareholder and Chief Executive Officer

PAN  
Enclosure

**COUNSEL WHEN IT MATTERS.<sup>SM</sup>**

Mount Laurel, New Jersey | Hamilton, New Jersey | Camden, New Jersey



## **COST PROPOSAL**

### **Proposed Fee Schedule for Bond Counsel to the County of Gloucester:**

<b><u>Amount of Bonds</u></b>	<b><u>Base Fee</u></b>
\$1 to \$999,999	\$5,000 to \$9,000
\$1,000,000 to \$4,999,999	\$9,001 to \$13,000
\$5,000,000 and up	\$13,001, plus \$1.10 per \$1,000 of bonds over \$5,000,000

### **Refunding Bonds**

To be established by separate agreement between the County of Gloucester and Bond Counsel.

### **General Public Finance and Tax Advice/Official Statement Preparation/Review**

The hourly rate for professional and paraprofessional legal services for the County of Gloucester will be:

Shareholders (Partners)	\$345
Counsel, Of Counsel	\$310-\$335
Senior Associates	\$310-\$335
Associates	\$250-\$310
Paralegals/Law Clerks	\$100

### **Additional Fees**

In addition to legal services, our invoices will include any out-of-pocket expenses attributable to a specific client matter. Out-of-pocket expenses generally include, but are not limited to postage, photocopying and complex document production, courier services, online research, travel expenses, filing, recording, certification and registration fees charged by governmental bodies.

Itemized statements showing services rendered and disbursements made by the firm on behalf of the client will be submitted on a monthly basis, together with an appropriate voucher for payment.



**RESOLUTION AUTHORIZING A CONTRACT WITH BROWN & CONNERY, LLP  
FOR PROFESSIONAL LABOR COUNSEL AND OTHER LEGAL SERVICES  
FROM JANUARY 1, 2026 TO DECEMBER 31, 2026 IN AN AMOUNT  
NOT TO EXCEED \$500,000.00**

**WHEREAS**, the County of Gloucester ("County") has the need for professional labor counsel and other legal services of a specialized nature, and requested proposals via RFP-26-003 from interested providers, and evaluated those proposals consistent with the County's fair and open procurement process and the terms and provisions of N.J.S.A. 19:44A-20.4 et seq.; and

**WHEREAS**, the evaluation, based on the established criteria, concluded that Brown & Connery, LLP with offices at 360 Haddon Avenue, Westmont, NJ 08108, made the most advantageous proposal, in an amount not to exceed \$500,000.00 (at \$225.00/hr. for attorneys; \$145.00/hr. for technology specialists; and, \$120.00/hr. for law clerks and paralegals); and

**WHEREAS**, the contract shall be for estimated units of service on an as-needed basis and is therefore open-ended, which does not obligate the County to make any minimum purchase or obtain any service, so that no Certificate of Availability of Funds is required at this time; and

**WHEREAS**, this contract may be awarded without public advertising for bids and bidding, in that the subject matter of the contract is the provision of professional services pursuant to N.J.S.A. 40A:11-5(1)(a)(i).

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester that the Director is hereby authorized to execute and the Clerk of the Board is directed to attest to a contract with Brown & Connery, LLP for professional labor counsel and other legal services of a specialized nature, as per RFP-26-003, from January 1, 2026 to December 31, 2026, in an amount not to exceed \$500,000.00; and

**BE IT FURTHER RESOLVED** that prior to any purchase made or service rendered pursuant to the within award, a certification must be obtained from the County Treasurer certifying that sufficient funds are available at that time for that particular purchase, and identifying the line item of the County budget out of which said funds will be paid; and

**BE IT FURTHER RESOLVED** that a brief notice shall be published once in the South Jersey Times pursuant to the requirements of the Local Public Contracts Law stating the nature, duration, service and amount of the contract, and further, stating that a copy of this Resolution and the contract are on file and available for public inspection in the Office of the Clerk of the Board of Gloucester County.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

**ATTEST:**

**FRANK J. DIMARCO, DIRECTOR**

**LAURIE J. BURNS,  
CLERK OF THE BOARD**

**CONTRACT FOR PROFESSIONAL SERVICES  
BETWEEN  
COUNTY OF GLOUCESTER  
AND  
BROWN & CONNERY, LLP**

**THIS CONTRACT** is made this 2<sup>nd</sup> day of **January, 2026**, by and between the **COUNTY OF GLOUCESTER**, a body politic and corporate of the State of New Jersey, with administrative offices at 2 South Broad Street, Woodbury, NJ 08096, hereinafter referred to as “**County**”, and **BROWN & CONNERY, LLP**, with an address of 360 Haddon Avenue, Westmont, NJ 08108, hereinafter referred to as “**Contractor**”.

**RECITALS**

**WHEREAS**, there exists a need by the County to contract for professional Labor Counsel and other legal services of a specialized nature, as per **RFP-26-003**; and

**WHEREAS**, Contractor represents that it is qualified to perform the said required services, and desires to so perform pursuant to the terms and provisions of this Contract.

**WHEREAS**, this Contract is awarded pursuant to, and consistent with, the County’s Fair and Open Procurement Process and the terms and provisions of N.J.S.A. 19:44A-20.4; and

**NOW, THEREFORE**, in consideration of the mutual promises, agreements, and other considerations made by and between the parties, the County and the Contractor do hereby agree as follows:

**TERMS OF AGREEMENT**

1. **TERM**. This contract shall be effective for a period of one (1) year from January 1, 2026 to December 31, 2026.

2. **COMPENSATION**. Contractor shall be compensated in a total amount not to exceed \$500,000.00, at hourly rates as set forth in Contractor’s proposal dated December 3, 2025 (at \$225.00/hr. for attorneys; \$145.00/hr. for technology specialists; and, \$120.00/hr. for law clerks and paralegals), which was submitted in response to the County’s Request for Proposal, **RFP-26-003**. The Proposal is incorporated into and made part of this Contract by reference.

Contractor shall be paid in accordance with this Contract document upon receipt of an invoice and a properly executed voucher. After approval by the County, the payment voucher shall be placed in line for prompt payment.

Each invoice shall contain an itemized, detailed description of all work performed during the billing period. Failure to provide sufficient specificity shall be cause for rejection of the invoice until the necessary details are provided.

It is also agreed and understood that the acceptance of the final payment by Contractor shall be considered a release in full of all claims against the County arising out of, or by reason of, the work done and materials furnished under this Contract.

**3. DUTIES OF CONTRACTOR.** The specific duties of the Contractor shall be for professional labor counsel and other legal services of a specialized nature, as set forth in **RFP-26-003**, and Contractor's Proposal, which are incorporated by reference in their entirety and made a part of this Contract. Contractor agrees that it has or will comply with, and where applicable shall continue throughout the period of the Contract to comply with all of the requirements set out in **RFP-26-003**.

**4. FURTHER OBLIGATIONS OF THE PARTIES.** During the performance of this Contract, the Contractor agrees as follows:

a. The Contractor will not discriminate against any employee or applicant for employment, and will ensure that equal employment opportunity is afforded to all applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality, sex, veteran status or military service. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

b. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

c. The Contractor will send to each labor union with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the vendor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

d. The Contractor, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

e. The Contractor agrees to make good faith efforts to meet targeted County employment goals established in accordance with N.J.A.C. 17:27-5.2.

**5. LICENSING.** If the Contractor is required to maintain a license in order to perform the services which are the subject of this Contract, then prior to the effective date of this Contract, and as a condition precedent to its taking effect, Contractor shall provide to the County



a copy of all current licenses to operate in the State of New Jersey, which license shall be in good standing and shall not be subject to any current action to revoke or suspend, and shall remain so throughout the term of this Contract.

Contractor shall notify the County immediately in the event of suspension, revocation or any change in status (or in the event of the initiation of any action to accomplish such suspension, revocation and/or change in status) of license or certification held by Contractor, or its agents and/or subcontractors.

**6. TERMINATION.** This Contract may be terminated as follows:

a. Pursuant to the termination provisions set forth in the Bid Specifications or in the Request for Proposals, if any, as the case may be, which are specifically referred to and incorporated herein by reference.

b. If Contractor is required to be licensed in order to perform the services which are the subject of this Contract, then this Contract may be terminated by County in the event that the appropriate governmental entity with jurisdiction has instituted an action to have the Contractor's license suspended, or in the event that such entity has revoked or suspended said license. Notice of termination pursuant to this subparagraph shall be effective immediately upon the giving of said notice.

c. If, through any cause, the Contractor shall fail to fulfill in timely and proper manner his obligations under this Contract, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Contract, the County shall thereupon have the right to terminate this Contract by giving written notice to the Contractor of such termination and specifying the effective date thereof. In such event, all finished or unfinished documents, data, studies, and reports prepared by the Contractor under this Contract, shall be forthwith delivered to the County.

d. The County may terminate this Contract for public convenience at any time by a notice in writing from the County to the Contractor. If the Contract is terminated by the County as provided herein, the Contractor will be paid for the services rendered to the time of termination.

e. Notwithstanding the above, the Contractor shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of the Contract by the Contractor, and the County may withhold any payments to the Contractor for the purpose of set off until such time as the exact amount of damages due the County from the Contractor is determined.

f. Termination shall not affect the validity of the indemnification provisions of this Contract, nor prevent the County from pursuing any other relief or damages to which it may be entitled, either at law or in equity.

**7. NO ASSIGNMENT OR SUBCONTRACT.** This Contract may not be assigned, nor subcontracted by the Contractor, except as otherwise agreed in writing by both parties. Any attempted assignment or subcontract without such written consent shall be void with respect to the County, and no obligation on the County's part to such subcontractor or assignee shall arise, unless the County shall elect to accept, and consent to, such assignment or subcontract.

**8. INDEMNIFICATION.** The Contractor shall be responsible for, shall keep save and hold the County harmless from, and shall indemnify the County against, any claim, loss, liability, expense (specifically including but not limited to costs, counsel fees and/or experts' fees), or damage resulting from all mental or physical injuries or disability, including death, to employees or recipients of the Contractor's services or to any other persons, or from any damage to any property sustained in connection with this contract which results from any acts or omissions, including negligence or malpractice, of any of its officers, directors, employees, agents, servants, or independent contractors, or from the Contractor's failure to provide for the safety and protection of its employees, or from Contractor's performance or failure to perform pursuant to the terms and provisions of this Contract, whether or not due to negligence, fault, or default of the Contractor. The Contractor's liability under this Contract shall continue after the termination of this Contract with respect to any liability, loss, expense or damage resulting from acts occurring prior to termination.

**9. INSURANCE.** Contractor shall, if applicable to the services to be provided, maintain general liability, automobile liability, business operations, builders and Workers' Compensation insurance in amounts and with companies deemed satisfactory by the County. Said policies shall be in compliance with any applicable requirements of the State of New Jersey and of the United States. Contractor shall, simultaneously with the execution of this Contract, deliver certifications of said insurance to County, naming the County as an additional insured.

If Contractor is a member of a profession which is subject to suit for professional malpractice, then Contractor shall maintain and continue in full force and effect, an insurance policy for professional liability/malpractice with limits of liability acceptable to the County. Contractor shall, simultaneously with the execution of this Contract, and as a condition precedent to its taking effect, provide to County a copy of a certificate of insurance, verifying that said insurance is and will be in effect during the term of this Contract.

The County shall review the certificate for sufficiency and compliance with this paragraph and approval of said certificate and policy shall be necessary prior to this Contract taking effect. Contractor also hereby agrees to continue said policy in force and effect for the period of the applicable statute of limitations following the termination of this Contract, and shall provide the County with copies of certificates of insurance as the certificates may be renewed during that period of time.

**10. SET-OFF.** Should Contractor either refuse or neglect to perform the services which Contractor is required to perform in accordance with the terms of this Contract, and if expense is incurred by County by reason of Contractor's failure to perform, then and in that event, such expenses shall be deducted from any payment due to Contractor. Exercise of such set-off shall not operate to prevent County from pursuing any other remedy to which it may be entitled.

11. **PREVENTION OF PERFORMANCE BY COUNTY.** In the event that the County is prevented from performing this Contract by circumstances beyond its control, then any obligations owing by the County to the Contractor shall be suspended without liability for the period during which the County is so prevented.

12. **NON-WAIVER.** The failure by the County to enforce any particular provision of this Contract, or to act upon a breach of this Contract by Contractor, shall not operate as or be construed as a waiver of any subsequent breach, nor a bar to any subsequent enforcement

13. **PARTIAL INVALIDITY.** In the event that any provisions of this Contract shall be, or become, invalid under any law or applicable regulation, such invalidity shall not affect the validity or enforceability of any other provisions of this Contract.

14. **NOTICES.** Notices required by this Contract shall be effective upon mailing of notice by regular and certified mail to the addresses set forth above, or by personal service, or if such notice cannot be delivered or personally served, then by any procedure for notice pursuant to the Rules of Court of the State of New Jersey.

15. **GOVERNING LAW, JURISDICTION AND VENUE.** This Contract and all questions relating to its validity, interpretation, performance or enforcement shall be governed by and construed in accordance with the laws of the State of New Jersey. The parties each irrevocably agree that any dispute arising under, relating to, or in connection with, directly or indirectly, this agreement or related to any matter which is the subject of or incidental to this agreement (whether or not such claim is based upon breach of contract or tort) shall be subject to the exclusive jurisdiction and venue of the state and/or federal courts located in Gloucester County, New Jersey or the United States District Court, District of New Jersey, Camden, New Jersey. This provision is intended to be a "mandatory" forum selection clause and governed by and interpreted consistent with New Jersey law and each waives any objection based on forum non conveniens.

16. **INDEPENDENT CONTRACTOR STATUS.** The parties acknowledge that Contractor is an independent contractor, and is not an employee, or agent of the County.

17. **BINDING EFFECT.** This Contract shall be binding on the undersigned, and their successors and assigns.

18. **CONTRACT PARTS.** This Contract consists of this Contract document, **RFP-26-003** issued by the County, and the Contractor's Proposal. Should there occur a conflict between this Contract or **RFP-26-003**, and Contractor's Proposal, then this Contract, or the RFP, as the case may be, shall prevail.

**THIS CONTRACT** is effective as of the date first written above.

**IN WITNESS WHEREOF**, the County has caused this instrument to be signed by its Commissioner Director and attested by its Clerk of the Board, pursuant to a Resolution of the Board of County Commissioners passed for that purpose, and Contractor has caused this instrument to be signed by its properly authorized representative and its corporate seal affixed the day and year first above written.

**ATTEST:**

**COUNTY OF GLOUCESTER**

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**LAURIE J. BURNS,  
CLERK OF THE BOARD**

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**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

**BROWN & CONNERY, LLP**

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**By: LOUIS R. LESSIG  
Title: PRINCIPAL/PARTNER**

# BROWN & CONNERY, LLP

ATTORNEYS AT LAW  
360 NORTH HADDON AVENUE  
WESTMONT, NEW JERSEY 08108  
(856) 854-8900  
FAX (856) 858-4967

William F. Cook, Esq.  
Certified by the Supreme Court of New Jersey as a Civil Trial Attorney  
wcook@brownconnery.com



December 1, 2025

**Via Hand Delivery**

Kimberly A. Larter, Qualified Purchasing Agent  
Purchasing Department  
County of Gloucester  
Two South Broad Street  
Woodbury, New Jersey 08096

**Re: Request for Proposal for Labor Attorney Legal Services  
And Other Legal Services Of A Specialized Nature  
RFP #26-003**

Dear Ms. Larter:

Enclosed please find an original and five (5) bound copies of our Response to the Request for Proposal for Labor Attorney Legal Services and Other Legal Services of a Specialized Nature (RFP #26-003). If you require anything additional, please do not hesitate to contact my office. Thank you for your consideration of this submission.

Very truly yours,

**BROWN & CONNERY, LLP**

*s/ William F. Cook*

William F. Cook

WFC:ajg  
Enclosures

## **VI. FEES**

The firm proposes an hourly rate of **\$225.00 per hour for all attorneys; \$145.00 per hour for technology specialists, \$120.00 per hour for paralegals and law clerks.** This rate is well below the firm's normal billable rates for attorneys and takes into account the fiscal priorities of the County. If the assigned matter is covered by insurance for the County, the firm shall charge the agreed upon and/or authorized rates by the insurer for the matter assigned.

Billable time would include reasonable time spent in all aspects of client representation, including, but not limited to, telephone conversations, drafting and review of correspondence and other documents, conferences, preparation for and attendance at grievances, mediations, arbitrations, depositions and court hearings and legal research. Secretaries' time and word processors time would not be billed. The firm acknowledges that the County does not reimburse for travel expenses.

Reasonable expenses incurred in connection with professional services on your behalf would also be billed, including, but not limited to the expense of postage, filing fees, service of process, long distance telephone charges, computer-assisted research, copying and facsimile charges, expert and consulting fees and travel costs. We would not incur out-of-state travel expenses or expert or consulting expenses without consulting with you and obtaining approval from you in advance.

Our invoices are itemized by date, name of professional, description of service and number of hours, and type and amount of disbursement. Invoices are issued monthly and payment is due within thirty days.

## **VII. MISCELLANEOUS DOCUMENTS AND REQUIRED INFORMATION (Sections F, G, H, I, K, L, M, N, O & P)**

The firm is not presently aware of any conflicts or potential conflicts of interest.

The firm's attorneys are available to attend any required meetings, conferences, training or emergency response needed at the County facilities.

The firm will comply with the General Terms and Conditions required by the County and enter into the standard Professional Services Contract.

All services will be performed in the United States of America.

The firm has Workers Compensation and Employer's Liability Insurance in accordance with New Jersey law.

Neither the firm nor any individuals assigned to this engagement are disbarred, suspended, or otherwise prohibited from professional practice by any federal, state or local agency.



**RESOLUTION AUTHORIZING A CONTRACT WITH ACACIA FINANCIAL  
GROUP, INC. FOR PROFESSIONAL FINANCIAL ADVISOR SERVICES  
FROM JANUARY 1, 2026 TO DECEMBER 31, 2026 IN AN  
AMOUNT NOT TO EXCEED \$50,000.00**

**WHEREAS**, the County of Gloucester (“County”) has the need for professional financial advisor services and requested proposals via RFP-26-004 from interested providers and evaluated those proposals consistent with the County’s fair and open procurement process and the terms and provisions of N.J.S.A. 19:44A-20.4 et seq.; and

**WHEREAS**, the evaluation, based on the established criteria, concluded that Acacia Financial Group, Inc. of 601 Route 73 North, Suite 206, Marlton, NJ 08053, made the most advantageous proposal, in an amount not to exceed \$50,000.00; and

**WHEREAS**, the contract shall be for estimated units of service on an as-needed basis and is therefore open-ended, which does not obligate the County to make any minimum purchase or obtain any service, so that no Certificate of Availability of Funds is required at this time; and

**WHEREAS**, this contract may be awarded without public advertising for bids and bidding, in that the subject matter of the contract is the provision of professional services pursuant to N.J.S.A. 40A:11-5(1)(a)(i).

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester that the Director is hereby authorized to execute and the Clerk of the Board is authorized to attest to, a contract with Acacia Financial Group, Inc. for professional financial advisor services, as per RFP-26-004, from January 1, 2026 to December 31, 2026, in an amount not to exceed \$50,000.00; and

**BE IT FURTHER RESOLVED** that prior to any purchase made or service rendered pursuant to the within award, a certification must be obtained from the County Treasurer certifying that sufficient funds are available at that time for that particular purchase, and identifying the line item of the County budget out of which said funds will be paid; and

**BE IT FURTHER RESOLVED** that a brief notice shall be published once in the South Jersey Times pursuant to the requirements of the Local Public Contracts Law stating the nature, duration, service and amount of the contract, and further, stating that a copy of this Resolution and the contract are on file and available for public inspection in the Office of the Clerk of the Board of Gloucester County.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

\_\_\_\_\_  
**LAURIE J. BURNS,  
CLERK OF THE BOARD**

**CONTRACT FOR PROFESSIONAL SERVICES  
BETWEEN  
COUNTY OF GLOUCESTER  
AND  
ACACIA FINANCIAL GROUP, INC.**

**THIS CONTRACT** is made this 2<sup>nd</sup> day of **January, 2026**, by and between the **COUNTY OF GLOUCESTER**, a body politic and corporate of the State of New Jersey, with administrative offices at 2 South Broad Street, Woodbury, NJ 08096, hereinafter referred to as “**County**”, and **ACACIA FINANCIAL GROUP, INC.**, with an address of 6000 Midlantic Drive, Suite 410 North, Mt. Laurel, NJ 08054, hereinafter referred to as “**Contractor**”.

**RECITALS**

**WHEREAS**, there exists a need by the County to contract for professional financial advisor and other related services as per **RFP-26-004**; and

**WHEREAS**, Contractor represents that it is qualified to perform the said required services, and desires to so perform pursuant to the terms and provisions of this Contract.

**WHEREAS**, this Contract is awarded pursuant to, and consistent with, the County’s Fair and Open Procurement Process and the terms and provisions of N.J.S.A. 19:44A-20.4; and

**NOW, THEREFORE**, in consideration of the mutual promises, agreements, and other considerations made by and between the parties, the County and the Contractor do hereby agree as follows:

**TERMS OF AGREEMENT**

1. **TERM**. This contract shall be effective for a period of one (1) year from January 1, 2026 to December 31, 2026.

2. **COMPENSATION**. Contractor shall be compensated in a total amount not to exceed \$50,000.00, at hourly rates as set forth in Contractor’s proposal dated December 4, 2025 which was submitted in response to the County’s Request for Proposal, **RFP-26-004**. The Proposal is incorporated into and made part of this Contract by reference.

Contractor shall be paid in accordance with this Contract document upon receipt of an invoice and a properly executed voucher. After approval by the County, the payment voucher shall be placed in line for prompt payment.

Each invoice shall contain an itemized, detailed description of all work performed during the billing period. Failure to provide sufficient specificity shall be cause for rejection of the invoice until the necessary details are provided.

It is also agreed and understood that the acceptance of the final payment by Contractor shall be considered a release in full of all claims against the County arising out of, or by reason of, the work done and materials furnished under this Contract.

**3. DUTIES OF CONTRACTOR.** The specific duties of the Contractor shall be for professional financial advisor and other related services as set forth in **RFP-26-004**, and Contractor's Proposal, which are incorporated by reference in their entirety and made a part of this Contract. Contractor agrees that it has or will comply with, and where applicable shall continue throughout the period of the Contract to comply with all of the requirements set out in **RFP-26-004**.

**4. FURTHER OBLIGATIONS OF THE PARTIES.** During the performance of this Contract, the Contractor agrees as follows:

a. The Contractor will not discriminate against any employee or applicant for employment, and will ensure that equal employment opportunity is afforded to all applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality, sex, veteran status or military service. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

b. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

c. The Contractor will send to each labor union with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the vendor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

d. The Contractor, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

e. The Contractor agrees to make good faith efforts to meet targeted County employment goals established in accordance with N.J.A.C. 17:27-5.2.

**5. LICENSING.** If the Contractor is required to maintain a license in order to perform the services which are the subject of this Contract, then prior to the effective date of this Contract, and as a condition precedent to its taking effect, Contractor shall provide to the County

a copy of all current licenses to operate in the State of New Jersey, which license shall be in good standing and shall not be subject to any current action to revoke or suspend, and shall remain so throughout the term of this Contract.

Contractor shall notify the County immediately in the event of suspension, revocation or any change in status (or in the event of the initiation of any action to accomplish such suspension, revocation and/or change in status) of license or certification held by Contractor, or its agents and/or subcontractors.

**6. TERMINATION.** This Contract may be terminated as follows:

a. Pursuant to the termination provisions set forth in the Bid Specifications or in the Request for Proposals, if any, as the case may be, which are specifically referred to and incorporated herein by reference.

b. If Contractor is required to be licensed in order to perform the services which are the subject of this Contract, then this Contract may be terminated by County in the event that the appropriate governmental entity with jurisdiction has instituted an action to have the Contractor's license suspended, or in the event that such entity has revoked or suspended said license. Notice of termination pursuant to this subparagraph shall be effective immediately upon the giving of said notice.

c. If, through any cause, the Contractor shall fail to fulfill in timely and proper manner his obligations under this Contract, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Contract, the County shall thereupon have the right to terminate this Contract by giving written notice to the Contractor of such termination and specifying the effective date thereof. In such event, all finished or unfinished documents, data, studies, and reports prepared by the Contractor under this Contract, shall be forthwith delivered to the County.

d. The County may terminate this Contract for public convenience at any time by a notice in writing from the County to the Contractor. If the Contract is terminated by the County as provided herein, the Contractor will be paid for the services rendered to the time of termination.

e. Notwithstanding the above, the Contractor shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of the Contract by the Contractor, and the County may withhold any payments to the Contractor for the purpose of set off until such time as the exact amount of damages due the County from the Contractor is determined.

f. Termination shall not affect the validity of the indemnification provisions of this Contract, nor prevent the County from pursuing any other relief or damages to which it may be entitled, either at law or in equity.

**7. NO ASSIGNMENT OR SUBCONTRACT.** This Contract may not be assigned, nor subcontracted by the Contractor, except as otherwise agreed in writing by both parties. Any attempted assignment or subcontract without such written consent shall be void with respect to the County, and no obligation on the County's part to such subcontractor or assignee shall arise, unless the County shall elect to accept, and consent to, such assignment or subcontract.

**8. INDEMNIFICATION.** The Contractor shall be responsible for, shall keep save and hold the County harmless from, and shall indemnify the County against, any claim, loss, liability, expense (specifically including but not limited to costs, counsel fees and/or experts' fees), or damage resulting from all mental or physical injuries or disability, including death, to employees or recipients of the Contractor's services or to any other persons, or from any damage to any property sustained in connection with this contract which results from any acts or omissions, including negligence or malpractice, of any of its officers, directors, employees, agents, servants, or independent contractors, or from the Contractor's failure to provide for the safety and protection of its employees, or from Contractor's performance or failure to perform pursuant to the terms and provisions of this Contract, whether or not due to negligence, fault, or default of the Contractor. The Contractor's liability under this Contract shall continue after the termination of this Contract with respect to any liability, loss, expense or damage resulting from acts occurring prior to termination.

**9. INSURANCE.** Contractor shall, if applicable to the services to be provided, maintain general liability, automobile liability, business operations, builders and Workers' Compensation insurance in amounts and with companies deemed satisfactory by the County. Said policies shall be in compliance with any applicable requirements of the State of New Jersey and of the United States. Contractor shall, simultaneously with the execution of this Contract, deliver certifications of said insurance to County, naming the County as an additional insured.

If Contractor is a member of a profession which is subject to suit for professional malpractice, then Contractor shall maintain and continue in full force and effect, an insurance policy for professional liability/malpractice with limits of liability acceptable to the County. Contractor shall, simultaneously with the execution of this Contract, and as a condition precedent to its taking effect, provide to County a copy of a certificate of insurance, verifying that said insurance is and will be in effect during the term of this Contract.

The County shall review the certificate for sufficiency and compliance with this paragraph and approval of said certificate and policy shall be necessary prior to this Contract taking effect. Contractor also hereby agrees to continue said policy in force and effect for the period of the applicable statute of limitations following the termination of this Contract, and shall provide the County with copies of certificates of insurance as the certificates may be renewed during that period of time.

**10. SET-OFF.** Should Contractor either refuse or neglect to perform the services which Contractor is required to perform in accordance with the terms of this Contract, and if expense is incurred by County by reason of Contractor's failure to perform, then and in that event, such expenses shall be deducted from any payment due to Contractor. Exercise of such set-off shall not operate to prevent County from pursuing any other remedy to which it may be entitled.

**11. PREVENTION OF PERFORMANCE BY COUNTY.** In the event that the County is prevented from performing this Contract by circumstances beyond its control, then any obligations owing by the County to the Contractor shall be suspended without liability for the period during which the County is so prevented.

**12. NON-WAIVER.** The failure by the County to enforce any particular provision of this Contract, or to act upon a breach of this Contract by Contractor, shall not operate as or be construed as a waiver of any subsequent breach, nor a bar to any subsequent enforcement

**13. PARTIAL INVALIDITY.** In the event that any provisions of this Contract shall be, or become, invalid under any law or applicable regulation, such invalidity shall not affect the validity or enforceability of any other provisions of this Contract.

**14. NOTICES.** Notices required by this Contract shall be effective upon mailing of notice by regular and certified mail to the addresses set forth above, or by personal service, or if such notice cannot be delivered or personally served, then by any procedure for notice pursuant to the Rules of Court of the State of New Jersey.

**15. GOVERNING LAW, JURISDICTION AND VENUE.** This Contract and all questions relating to its validity, interpretation, performance or enforcement shall be governed by and construed in accordance with the laws of the State of New Jersey. The parties each irrevocably agree that any dispute arising under, relating to, or in connection with, directly or indirectly, this agreement or related to any matter which is the subject of or incidental to this agreement (whether or not such claim is based upon breach of contract or tort) shall be subject to the exclusive jurisdiction and venue of the state and/or federal courts located in Gloucester County, New Jersey or the United States District Court, District of New Jersey, Camden, New Jersey. This provision is intended to be a "mandatory" forum selection clause and governed by and interpreted consistent with New Jersey law and each waives any objection based on forum non conveniens.

**16. INDEPENDENT CONTRACTOR STATUS.** The parties acknowledge that Contractor is an independent contractor, and is not an employee, or agent of the County.

**17. BINDING EFFECT.** This Contract shall be binding on the undersigned, and their successors and assigns.

**18. CONTRACT PARTS.** This Contract consists of this Contract document, **RFP-26-004** issued by the County, and the Contractor's Proposal. Should there occur a conflict between this Contract or **RFP-26-004**, and Contractor's Proposal, then this Contract, or the RFP, as the case may be, shall prevail.

**THIS CONTRACT** is effective as of the date first written above.

**IN WITNESS WHEREOF**, the County has caused this instrument to be signed by its Commissioner Director and attested by its Clerk of the Board, pursuant to a Resolution of the Board of County Commissioners passed for that purpose, and Contractor has caused this instrument to be signed by its properly authorized representative and its corporate seal affixed the day and year first above written.

**ATTEST:**

**COUNTY OF GLOUCESTER**

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**LAURIE J. BURNS,  
CLERK OF THE BOARD**

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**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

**ACACIA FINANCIAL GROUP, INC.**

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**By: KIM M. WHELAN  
Title: CO-PRESIDENT**



**RESOLUTION AUTHORIZING A CONTRACT WITH THE LAW OFFICES  
OF JOHN A. ALICE FOR PROFESSIONAL LEGAL SERVICES FOR THE  
COUNTY ADJUSTER'S OFFICE FROM JANUARY 1, 2026 TO  
DECEMBER 31, 2026 IN AN AMOUNT NOT TO EXCEED \$35,000.00**

**WHEREAS**, the County of Gloucester ("County") has the need for professional legal services for the County Adjuster's office and requested proposals via RFP-26-002 from interested providers and evaluated those proposals consistent with the County's fair and open procurement process and the terms and provisions of N.J.S.A. 19:44A-20.4 et seq.; and

**WHEREAS**, the evaluation, based on the established criteria, concluded that the Law Offices of John A. Alice of 28 Cooper Street, Woodbury, NJ 08096, made the most advantageous proposal in an amount not to exceed \$35,000.00 (at the rate of \$150.00/hr.); and

**WHEREAS**, the contract shall be for estimated units of service on an as-needed basis, and is therefore open-ended, which does not obligate the County to make any purchase or obtain any service, so that no Certificate of Availability of Funds is required at this time; and

**WHEREAS**, this contract may be awarded without public advertising for bids and bidding, in that the subject matter of the contract is the provision of professional services pursuant to N.J.S.A. 40A:11-5(1)(a)(i).

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester that the Director is hereby authorized to execute and the Clerk of the Board is directed to attest to, a contract with the Law Offices of John A. Alice for professional legal services for the County Adjuster's Office as per RFP-26-002, from January 1, 2026 to December 31, 2026, in an amount not to exceed \$35,000.00 (at \$150.00/hr.); and

**BE IT FURTHER RESOLVED** that prior to any purchase made or service provided pursuant to the within award, a certification must be obtained from the County Treasurer certifying that sufficient funds are available at that time for that particular purchase and identifying the line item of the County budget out of which said funds will be paid; and

**BE IT FURTHER RESOLVED** that a brief notice shall be published once in the South Jersey Times pursuant to the requirements of the Local Public Contracts Law stating the nature, duration, service and amount of the contract, and further, stating that a copy of this Resolution and the contract are on file and available for public inspection in the Office of the Clerk of the Board of Gloucester County.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

**LAURIE J. BURNS,  
CLERK OF THE BOARD**

**CONTRACT FOR PROFESSIONAL SERVICES  
BETWEEN  
COUNTY OF GLOUCESTER  
AND  
LAW OFFICES OF JOHN A. ALICE**

**THIS CONTRACT** is made this 2<sup>nd</sup> day of **January, 2026**, by and between the **COUNTY OF GLOUCESTER**, a body politic and corporate of the State of New Jersey, with administrative offices at 2 South Broad Street, Woodbury, NJ 08096, hereinafter referred to as “**County**”, and **LAW OFFICES OF JOHN A. ALICE**, located at 28 Cooper Street, Woodbury, NJ 08096, hereinafter referred to as “**Contractor**”.

**RECITALS**

**WHEREAS**, there exists a need by the County to contract for professional legal services for the County Adjuster’s Office, as per **RFP-26-002**; and

**WHEREAS**, Contractor represents that it is qualified to perform the said required services, and desires to so perform pursuant to the terms and provisions of this Contract.

**WHEREAS**, this Contract is awarded pursuant to, and consistent with, the County’s Fair and Open Procurement Process and the terms and provisions of N.J.S.A. 19:44A-20.4; and

**NOW, THEREFORE**, in consideration of the mutual promises, agreements, and other considerations made by and between the parties, the County and the Contractor do hereby agree as follows:

**TERMS OF AGREEMENT**

1. **TERM**. This contract shall be effective for a period of one (1) year from January 1, 2026 to December 31, 2026.

2. **COMPENSATION**. Contractor shall be compensated in a total amount not to exceed \$35,000.00, at an hourly rate of \$150.00 as set forth in Contractor’s proposal dated December 3, 2025, which was submitted in response to the County’s Request for Proposal, RFP-26-002.

Contractor shall be paid in accordance with this Contract document upon receipt of an invoice and a properly executed voucher. After approval by the County, the payment voucher shall be placed in line for prompt payment.

Each invoice shall contain an itemized, detailed description of all work performed during the billing period. Failure to provide sufficient specificity shall be cause for rejection of the invoice until the necessary details are provided.

It is also agreed and understood that the acceptance of the final payment by Contractor shall be considered a release in full of all claims against the County arising out of, or by reason of, the work done and materials furnished under this Contract.

**3. DUTIES OF CONTRACTOR.** The specific duties of the Contractor shall be for the provision of legal services for the County Adjuster's Office, as set forth in **RFP-26-002**, and Contractor's Proposal, which are incorporated herein by reference in their entirety and made a part of this Contract. Contractor agrees that it has or will comply with, and where applicable shall continue throughout the period of the Contract to comply with all of the requirements set out in **RFP-26-002**.

**4. FURTHER OBLIGATIONS OF THE PARTIES.** During the performance of this Contract, the Contractor agrees as follows:

a. The Contractor will not discriminate against any employee or applicant for employment, and will ensure that equal employment opportunity is afforded to all applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality, sex, veteran status or military service. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

b. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

c. The Contractor will send to each labor union with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the vendor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

d. The Contractor, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

e. The Contractor agrees to make good faith efforts to meet targeted County employment goals established in accordance with N.J.A.C. 17:27-5.2.

**5. LICENSING.** If the Contractor is required to maintain a license in order to perform the services which are the subject of this Contract, then prior to the effective date of this Contract, and as a condition precedent to its taking effect, Contractor shall provide to the County

a copy of all current licenses to operate in the State of New Jersey, which license shall be in good standing and shall not be subject to any current action to revoke or suspend, and shall remain so throughout the term of this Contract.

Contractor shall notify the County immediately in the event of suspension, revocation or any change in status (or in the event of the initiation of any action to accomplish such suspension, revocation and/or change in status) of license or certification held by Contractor, or its agents and/or subcontractors.

**6. TERMINATION.** This Contract may be terminated as follows:

a. Pursuant to the termination provisions set forth in the Bid Specifications or in the Request for Proposals, if any, as the case may be, which are specifically referred to and incorporated herein by reference.

b. If Contractor is required to be licensed in order to perform the services which are the subject of this Contract, then this Contract may be terminated by County in the event that the appropriate governmental entity with jurisdiction has instituted an action to have the Contractor's license suspended, or in the event that such entity has revoked or suspended said license. Notice of termination pursuant to this subparagraph shall be effective immediately upon the giving of said notice.

c. If, through any cause, the Contractor shall fail to fulfill in timely and proper manner his obligations under this Contract, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Contract, the County shall thereupon have the right to terminate this Contract by giving written notice to the Contractor of such termination and specifying the effective date thereof. In such event, all finished or unfinished documents, data, studies, and reports prepared by the Contractor under this Contract, shall be forthwith delivered to the County.

d. The County may terminate this Contract for public convenience at any time by a notice in writing from the County to the Contractor. If the Contract is terminated by the County as provided herein, the Contractor will be paid for the services rendered to the time of termination.

e. Notwithstanding the above, the Contractor shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of the Contract by the Contractor, and the County may withhold any payments to the Contractor for the purpose of set off until such time as the exact amount of damages due the County from the Contractor is determined.

f. Termination shall not affect the validity of the indemnification provisions of this Contract, nor prevent the County from pursuing any other relief or damages to which it may be entitled, either at law or in equity.

**7. NO ASSIGNMENT OR SUBCONTRACT.** This Contract may not be assigned, nor subcontracted by the Contractor, except as otherwise agreed in writing by both parties. Any attempted assignment or subcontract without such written consent shall be void with respect to the County, and no obligation on the County's part to such subcontractor or assignee shall arise, unless the County shall elect to accept, and consent to, such assignment or subcontract.

**8. INDEMNIFICATION.** The Contractor shall be responsible for, shall keep save and hold the County harmless from, and shall indemnify the County against, any claim, loss, liability, expense (specifically including but not limited to costs, counsel fees and/or experts' fees), or damage resulting from all mental or physical injuries or disability, including death, to employees or recipients of the Contractor's services or to any other persons, or from any damage to any property sustained in connection with this contract which results from any acts or omissions, including negligence or malpractice, of any of its officers, directors, employees, agents, servants, or independent contractors, or from the Contractor's failure to provide for the safety and protection of its employees, or from Contractor's performance or failure to perform pursuant to the terms and provisions of this Contract, whether or not due to negligence, fault, or default of the Contractor. The Contractor's liability under this Contract shall continue after the termination of this Contract with respect to any liability, loss, expense or damage resulting from acts occurring prior to termination.

**9. INSURANCE.** Contractor shall, if applicable to the services to be provided, maintain general liability, automobile liability, business operations, builders and Workers' Compensation insurance in amounts and with companies deemed satisfactory by the County. Said policies shall be in compliance with any applicable requirements of the State of New Jersey and of the United States. Contractor shall, simultaneously with the execution of this Contract, deliver certifications of said insurance to County, naming the County as an additional insured.

If Contractor is a member of a profession which is subject to suit for professional malpractice, then Contractor shall maintain and continue in full force and effect, an insurance policy for professional liability/malpractice with limits of liability acceptable to the County. Contractor shall, simultaneously with the execution of this Contract, and as a condition precedent to its taking effect, provide to County a copy of a certificate of insurance, verifying that said insurance is and will be in effect during the term of this Contract.

The County shall review the certificate for sufficiency and compliance with this paragraph and approval of said certificate and policy shall be necessary prior to this Contract taking effect. Contractor also hereby agrees to continue said policy in force and effect for the period of the applicable statute of limitations following the termination of this Contract, and shall provide the County with copies of certificates of insurance as the certificates may be renewed during that period of time.

**10. SET-OFF.** Should Contractor either refuse or neglect to perform the services which Contractor is required to perform in accordance with the terms of this Contract, and if expense is incurred by County by reason of Contractor's failure to perform, then and in that event, such expenses shall be deducted from any payment due to Contractor. Exercise of such set-off shall not operate to prevent County from pursuing any other remedy to which it may be entitled.

**11. PREVENTION OF PERFORMANCE BY COUNTY.** In the event that the County is prevented from performing this Contract by circumstances beyond its control, then any obligations owing by the County to the Contractor shall be suspended without liability for the period during which the County is so prevented.

**12. NON-WAIVER.** The failure by the County to enforce any particular provision of this Contract, or to act upon a breach of this Contract by Contractor, shall not operate as or be construed as a waiver of any subsequent breach, nor a bar to any subsequent enforcement

**13. PARTIAL INVALIDITY.** In the event that any provisions of this Contract shall be, or become, invalid under any law or applicable regulation, such invalidity shall not affect the validity or enforceability of any other provisions of this Contract.

**14. NOTICES.** Notices required by this Contract shall be effective upon mailing of notice by regular and certified mail to the addresses set forth above, or by personal service, or if such notice cannot be delivered or personally served, then by any procedure for notice pursuant to the Rules of Court of the State of New Jersey.

**15. GOVERNING LAW, JURISDICTION AND VENUE.** This Contract and all questions relating to its validity, interpretation, performance or enforcement shall be governed by and construed in accordance with the laws of the State of New Jersey. The parties each irrevocably agree that any dispute arising under, relating to, or in connection with, directly or indirectly, this agreement or related to any matter which is the subject of or incidental to this agreement (whether or not such claim is based upon breach of contract or tort) shall be subject to the exclusive jurisdiction and venue of the state and/or federal courts located in Gloucester County, New Jersey or the United States District Court, District of New Jersey, Camden, New Jersey. This provision is intended to be a "mandatory" forum selection clause and governed by and interpreted consistent with New Jersey law and each waives any objection based on forum non conveniens.

**16. INDEPENDENT CONTRACTOR STATUS.** The parties acknowledge that Contractor is an independent contractor, and is not an employee, or agent of the County.

**17. BINDING EFFECT.** This Contract shall be binding on the undersigned, and their successors and assigns.

**18. CONTRACT PARTS.** This Contract consists of this Contract document, **RFP-26-002** issued by the County, and the Contractor's Proposal. Should there occur a conflict between this Contract or **RFP-26-002**, and Contractor's Proposal, then this Contract, or the RFP, as the case may be, shall prevail.

**THIS CONTRACT** is effective as of the date first written above.

**IN WITNESS WHEREOF**, the County has caused this instrument to be signed by its Commissioner Director and attested by its Clerk of the Board, pursuant to a Resolution of the Board of County Commissioners passed for that purpose, and Contractor has caused this instrument to be signed by its properly authorized representative and its corporate seal affixed the day and year first above written.

**ATTEST:**

**COUNTY OF GLOUCESTER**

\_\_\_\_\_  
**LAURIE J. BURNS,**  
**CLERK OF THE BOARD**

\_\_\_\_\_  
**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

**LAW OFFICES OF JOHN A. ALICE**

\_\_\_\_\_  
**BY: JOHN A. ALICE**  
**TITLE: ATTORNEY**



**RESOLUTION AUTHORIZING A CONTRACT WITH LAW OFFICES OF  
JOHN A. ALICE FOR PROFESSIONAL LEGAL SERVICES FOR THE  
COUNTY DIVISION OF SOCIAL SERVICES FROM JANUARY 1, 2026  
TO DECEMBER 31, 2026 IN AN AMOUNT NOT TO EXCEED \$80,000.00**

**WHEREAS**, the County of Gloucester ("County") has the need for professional legal counsel for the County Division of Social Services, and requested proposals via RFP-26-006 from interested providers and evaluated those proposals consistent with the County's fair and open procurement process and the terms and provisions of N.J.S.A. 19:44A-20.4 et seq.; and

**WHEREAS**, the evaluation, based on the established criteria, concluded that the Law Offices of John A. Alice of 28 Cooper Street, Woodbury, NJ 08096, made the most advantageous proposal, in an amount not to exceed \$80,000.00 (at \$150.00/hr.); and

**WHEREAS**, the contract shall be for estimated units of service on an as-needed basis and is therefore open-ended, which does not obligate the County to make any purchase or obtain any service, so that no Certificate of Availability of Funds is required at this time; and

**WHEREAS**, this contract may be awarded without public advertising for bids and bidding, in that the subject matter of the contract is the provision of professional services pursuant to N.J.S.A. 40A:11-5(1)(a)(i).

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester that the Director is hereby authorized to execute and the Clerk of the Board is directed to attest to, a contract with the Law Offices of John A. Alice for professional legal counsel services for the County Division of Social Services as per RFP-26-006, from January 1, 2026 to December 31, 2026, in an amount not to exceed \$80,000.00 (at \$150.00/hr.); and

**BE IT FURTHER RESOLVED** that prior to any purchase made or service provided pursuant to the within award, a certification must be obtained from the County Treasurer certifying that sufficient funds are available at that time for that particular purchase and identifying the line item of the County budget out of which said funds will be paid; and

**BE IT FURTHER RESOLVED** that a brief notice shall be published once in the South Jersey Times pursuant to the requirements of the Local Public Contracts Law stating the nature, duration, service and amount of the contract, and further, stating that a copy of this Resolution and the contract are on file and available for public inspection in the Office of the Clerk of the Board of Gloucester County.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

**LAURIE J. BURNS,  
CLERK OF THE BOARD**

**CONTRACT FOR PROFESSIONAL SERVICES  
BETWEEN  
COUNTY OF GLOUCESTER  
AND  
LAW OFFICES OF JOHN A. ALICE**

**THIS CONTRACT** is made this **2nd** day of **January, 2026**, by and between the **COUNTY OF GLOUCESTER**, a body politic and corporate of the State of New Jersey, with administrative offices at 2 South Broad Street, Woodbury, NJ 08096, hereinafter referred to as “**County**”, and **LAW OFFICES OF JOHN A. ALICE**, located at 28 Cooper Street, Woodbury, NJ 08096, hereinafter referred to as “**Contractor**”.

**RECITALS**

**WHEREAS**, there exists a need by the County to contract for professional legal services for the County Division of Social Services, as per **RFP-26-006**; and

**WHEREAS**, Contractor represents that it is qualified to perform the said required services, and desires to so perform pursuant to the terms and provisions of this Contact.

**WHEREAS**, this Contract is awarded pursuant to, and consistent with, the County’s Fair and Open Procurement Process and the terms and provisions of N.J.S.A. 19:44A-20.4; and

**NOW, THEREFORE**, in consideration of the mutual promises, agreements, and other considerations made by and between the parties, the County and the Contractor do hereby agree as follows:

**TERMS OF AGREEMENT**

1. **TERM**. This contract shall be effective for a period of one (1) year from January 1, 2026 to December 31, 2026.

2. **COMPENSATION**. Contractor shall be compensated in a total amount not to exceed \$80,000.00 for the term of this contract, at the hourly rate of \$150.00 as set forth in Contractor’s proposal dated December 4, 2025, which was submitted in response to the County’s Request for Proposal, **RFP-26-006**.

Contractor shall be paid in accordance with this Contract document upon receipt of an invoice and a properly executed voucher. After approval by the County, the payment voucher shall be placed in line for prompt payment.

Each invoice shall contain an itemized, detailed description of all work performed during the billing period. Failure to provide sufficient specificity shall be cause for rejection of the invoice until the necessary details are provided.

It is also agreed and understood that the acceptance of the final payment by Contractor shall be considered a release in full of all claims against the County arising out of, or by reason of, the work done and materials furnished under this Contract.

**3. DUTIES OF CONTRACTOR.** The specific duties of the Contractor shall be for the provision of legal services for the County Division of Social Services as set forth in **RFP-26-006**, and Contractor's Proposal, which are incorporated herein by reference in their entirety and made a part of this Contract. Contractor agrees that it has or will comply with, and where applicable shall continue throughout the period of the Contract to comply with all of the requirements set out in **RFP-26-006**.

**4. FURTHER OBLIGATIONS OF THE PARTIES.** During the performance of this Contract, the Contractor agrees as follows:

a. The Contractor will not discriminate against any employee or applicant for employment, and will ensure that equal employment opportunity is afforded to all applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality, sex, veteran status or military service. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

b. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

c. The Contractor will send to each labor union with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the vendor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

d. The Contractor, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

e. The Contractor agrees to make good faith efforts to meet targeted County employment goals established in accordance with N.J.A.C. 17:27-5.2.

**5. LICENSING.** If the Contractor is required to maintain a license in order to perform the services which are the subject of this Contract, then prior to the effective date of this Contract, and as a condition precedent to its taking effect, Contractor shall provide to the County

a copy of all current licenses to operate in the State of New Jersey, which license shall be in good standing and shall not be subject to any current action to revoke or suspend, and shall remain so throughout the term of this Contract.

Contractor shall notify the County immediately in the event of suspension, revocation or any change in status (or in the event of the initiation of any action to accomplish such suspension, revocation and/or change in status) of license or certification held by Contractor, or its agents and/or subcontractors.

**6. TERMINATION.** This Contract may be terminated as follows:

a. Pursuant to the termination provisions set forth in the Bid Specifications or in the Request for Proposals, if any, as the case may be, which are specifically referred to and incorporated herein by reference.

b. If Contractor is required to be licensed in order to perform the services which are the subject of this Contract, then this Contract may be terminated by County in the event that the appropriate governmental entity with jurisdiction has instituted an action to have the Contractor's license suspended, or in the event that such entity has revoked or suspended said license. Notice of termination pursuant to this subparagraph shall be effective immediately upon the giving of said notice.

c. If, through any cause, the Contractor shall fail to fulfill in timely and proper manner his obligations under this Contract, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Contract, the County shall thereupon have the right to terminate this Contract by giving written notice to the Contractor of such termination and specifying the effective date thereof. In such event, all finished or unfinished documents, data, studies, and reports prepared by the Contractor under this Contract, shall be forthwith delivered to the County.

d. The County may terminate this Contract for public convenience at any time by a notice in writing from the County to the Contractor. If the Contract is terminated by the County as provided herein, the Contractor will be paid for the services rendered to the time of termination.

e. Notwithstanding the above, the Contractor shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of the Contract by the Contractor, and the County may withhold any payments to the Contractor for the purpose of set off until such time as the exact amount of damages due the County from the Contractor is determined.

f. Termination shall not affect the validity of the indemnification provisions of this Contract, nor prevent the County from pursuing any other relief or damages to which it may be entitled, either at law or in equity.

7. **NO ASSIGNMENT OR SUBCONTRACT.** This Contract may not be assigned, nor subcontracted by the Contractor, except as otherwise agreed in writing by both parties. Any attempted assignment or subcontract without such written consent shall be void with respect to the County, and no obligation on the County's part to such subcontractor or assignee shall arise, unless the County shall elect to accept, and consent to, such assignment or subcontract.

8. **INDEMNIFICATION.** The Contractor shall be responsible for, shall keep save and hold the County harmless from, and shall indemnify the County against, any claim, loss, liability, expense (specifically including but not limited to costs, counsel fees and/or experts' fees), or damage resulting from all mental or physical injuries or disability, including death, to employees or recipients of the Contractor's services or to any other persons, or from any damage to any property sustained in connection with this contract which results from any acts or omissions, including negligence or malpractice, of any of its officers, directors, employees, agents, servants, or independent contractors, or from the Contractor's failure to provide for the safety and protection of its employees, or from Contractor's performance or failure to perform pursuant to the terms and provisions of this Contract, whether or not due to negligence, fault, or default of the Contractor. The Contractor's liability under this Contract shall continue after the termination of this Contract with respect to any liability, loss, expense or damage resulting from acts occurring prior to termination.

9. **INSURANCE.** Contractor shall, if applicable to the services to be provided, maintain general liability, automobile liability, business operations, builders and Workers' Compensation insurance in amounts and with companies deemed satisfactory by the County. Said policies shall be in compliance with any applicable requirements of the State of New Jersey and of the United States. Contractor shall, simultaneously with the execution of this Contract, deliver certifications of said insurance to County, naming the County as an additional insured.

If Contractor is a member of a profession which is subject to suit for professional malpractice, then Contractor shall maintain and continue in full force and effect, an insurance policy for professional liability/malpractice with limits of liability acceptable to the County. Contractor shall, simultaneously with the execution of this Contract, and as a condition precedent to its taking effect, provide to County a copy of a certificate of insurance, verifying that said insurance is and will be in effect during the term of this Contract.

The County shall review the certificate for sufficiency and compliance with this paragraph and approval of said certificate and policy shall be necessary prior to this Contract taking effect. Contractor also hereby agrees to continue said policy in force and effect for the period of the applicable statute of limitations following the termination of this Contract, and shall provide the County with copies of certificates of insurance as the certificates may be renewed during that period of time.

10. **SET-OFF.** Should Contractor either refuse or neglect to perform the services which Contractor is required to perform in accordance with the terms of this Contract, and if expense is incurred by County by reason of Contractor's failure to perform, then and in that event, such expenses shall be deducted from any payment due to Contractor. Exercise of such set-off shall not operate to prevent County from pursuing any other remedy to which it may be entitled.

**11. PREVENTION OF PERFORMANCE BY COUNTY.** In the event that the County is prevented from performing this Contract by circumstances beyond its control, then any obligations owing by the County to the Contractor shall be suspended without liability for the period during which the County is so prevented.

**12. NON-WAIVER.** The failure by the County to enforce any particular provision of this Contract, or to act upon a breach of this Contract by Contractor, shall not operate as or be construed as a waiver of any subsequent breach, nor a bar to any subsequent enforcement

**13. PARTIAL INVALIDITY.** In the event that any provisions of this Contract shall be, or become, invalid under any law or applicable regulation, such invalidity shall not affect the validity or enforceability of any other provisions of this Contract.

**14. NOTICES.** Notices required by this Contract shall be effective upon mailing of notice by regular and certified mail to the addresses set forth above, or by personal service, or if such notice cannot be delivered or personally served, then by any procedure for notice pursuant to the Rules of Court of the State of New Jersey.

**15. GOVERNING LAW, JURISDICTION AND VENUE.** This Contract and all questions relating to its validity, interpretation, performance or enforcement shall be governed by and construed in accordance with the laws of the State of New Jersey. The parties each irrevocably agree that any dispute arising under, relating to, or in connection with, directly or indirectly, this agreement or related to any matter which is the subject of or incidental to this agreement (whether or not such claim is based upon breach of contract or tort) shall be subject to the exclusive jurisdiction and venue of the state and/or federal courts located in Gloucester County, New Jersey or the United States District Court, District of New Jersey, Camden, New Jersey. This provision is intended to be a "mandatory" forum selection clause and governed by and interpreted consistent with New Jersey law and each waives any objection based on forum non conveniens.

**16. INDEPENDENT CONTRACTOR STATUS.** The parties acknowledge that Contractor is an independent contractor, and is not an employee, or agent of the County.

**17. BINDING EFFECT.** This Contract shall be binding on the undersigned, and their successors and assigns.

**18. CONTRACT PARTS.** This Contract consists of this Contract document, **RFP-26-006** issued by the County, and the Contractor's Proposal. Should there occur a conflict between this Contract or **RFP-26-006**, and Contractor's Proposal, then this Contract, or the RFP, as the case may be, shall prevail.



**THIS CONTRACT** is effective as of the date first written above.

**IN WITNESS WHEREOF**, the County has caused this instrument to be signed by its Commissioner Director and attested by its Clerk of the Board, pursuant to a Resolution of the Board of County Commissioners passed for that purpose, and Contractor has caused this instrument to be signed by its properly authorized representative and its corporate seal affixed the day and year first above written.

**ATTEST:**

**COUNTY OF GLOUCESTER**

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**LAURIE J. BURNS,  
CLERK OF THE BOARD**

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**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

**LAW OFFICES OF JOHN A. ALICE**

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**BY: JOHN A. ALICE  
TITLE: ATTORNEY**

**RESOLUTION AUTHORIZING A CONTRACT WITH CME ASSOCIATES FOR  
PROFESSIONAL ENGINEERING SERVICES REGARDING THE 2026 SEPTIC  
SYSTEM PLAN REVIEWS IN AN AMOUNT NOT TO EXCEED \$175,000.00**

**WHEREAS**, the County of Gloucester ("County") has the need for professional engineering services necessary to conduct the 2025 Septic System Plan Reviews ("Project"), and requested proposals via RFP-26-007 from interested providers, and evaluated those proposals consistent with the County's fair and open procurement process and the terms and provisions of N.J.S.A. 19:44A-20.4 et seq.; and

**WHEREAS**, the evaluation, based on the established criteria, concluded that CME Associates of One Market Street, Suite 1F, Camden, NJ 08102, made the most advantageous proposal for the Project, in an amount not to exceed \$170,000.00; and

**WHEREAS**, the contract shall be for estimated units of service on an as-needed basis and is therefore open-ended, which does not obligate the County to make any minimum purchase or obtain any service, so that no Certificate of Availability of Funds is required at this time; and

**WHEREAS**, this contract may be awarded without public advertising for bids and bidding, in that the subject matter of the contract is the provision of professional services pursuant to N.J.S.A. 40A:11-5(1)(a)(i).

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester that the Director of the Board is hereby authorized to execute and the Clerk of the Board is directed to attest to, a contract with CME Associates for professional engineering services regarding the 2026 Septic System Plan Reviews, as per RFP-26-007, from January 1, 2026 to December 31, 2026, in an amount not to exceed \$175,000.00; and

**BE IT FURTHER RESOLVED** that prior to any purchase made or service rendered pursuant to the within award, a certification must be obtained from the County Treasurer certifying that sufficient funds are available at that time for that particular purchase and identifying the line item of the County budget out of which said funds will be paid; and

**BE IT FURTHER RESOLVED** that a brief notice shall be published once in the South Jersey Times pursuant to the requirements of the Local Public Contracts Law, stating the nature, duration, service and amount of the contract, and further, stating that a copy of this Resolution and the contract are on file and available for public inspection in the Office of the Clerk of the Board of Gloucester County.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

**LAURIE J. BURNS,  
CLERK OF THE BOARD**

**CONTRACT FOR PROFESSIONAL SERVICES  
BETWEEN  
COUNTY OF GLOUCESTER  
AND  
CME ASSOCIATES**

**THIS CONTRACT** is made this 2<sup>nd</sup> day of **January, 2026**, by and between the **COUNTY OF GLOUCESTER**, a body politic and corporate of the State of New Jersey, with administrative offices at 2 South Broad Street, Woodbury, NJ 08096, hereinafter referred to as “**County**”, and **CME ASSOCIATES**, with an address of One Market Street, Suite 1F, Camden, NJ 08102, hereinafter referred to as “**Contractor**”.

**RECITALS**

**WHEREAS**, there exists a need by the County to contract for professional engineering services regarding the 2026 Septic System Plan reviews (“Project”), as per **RFP-26-007**; and

**WHEREAS**, Contractor represents that it is qualified to perform the said required services, and desires to so perform pursuant to the terms and provisions of this Contract.

**WHEREAS**, this Contract is awarded pursuant to, and consistent with, the County’s Fair and Open Procurement Process and the terms and provisions of N.J.S.A. 19:44A-20.4; and

**NOW, THEREFORE**, in consideration of the mutual promises, agreements, and other considerations made by and between the parties, the County and the Contractor do hereby agree as follows:

**TERMS OF AGREEMENT**

1. **TERM**. This contract shall be effective for a one-year term, commencing on January 1, 2026 and terminating on December 31, 2026.

2. **COMPENSATION**. Contractor shall be compensated in a total amount not to exceed \$175,000.00, at hourly rates set forth in Contractor’s proposal dated December 11, 2025 which was submitted in response to the County’s Request for Proposal, **RFP-26-007**.

Contractor shall be paid in accordance with this Contract document upon receipt of an invoice and a properly executed voucher. After approval by the County, the payment voucher shall be placed in line for prompt payment.

Each invoice shall contain an itemized, detailed description of all work performed during the billing period. Failure to provide sufficient specificity shall be cause for rejection of the invoice until the necessary details are provided.

It is also agreed and understood that the acceptance of the final payment by Contractor shall be considered a release in full of all claims against the County arising out of, or by reason of, the work done and materials furnished under this Contract.

**3. DUTIES OF CONTRACTOR.** The specific duties of the Contractor shall be for professional engineering services regarding the 2026 Septic System Plan reviews, as set forth in **RFP-26-007**, and Contractor's Proposal, which are incorporated herein by reference in their entirety and made a part of this Contract. Contractor agrees that it has or will comply with, and where applicable shall continue throughout the period of the Contract to comply with all of the requirements set out in **RFP-26-007**.

**4. FURTHER OBLIGATIONS OF THE PARTIES.** During the performance of this Contract, the Contractor agrees as follows:

a. The Contractor will not discriminate against any employee or applicant for employment, and will ensure that equal employment opportunity is afforded to all applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality, sex, veteran status or military service. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

b. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

c. The Contractor will send to each labor union with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the vendor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

d. The Contractor, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

e. The Contractor agrees to make good faith efforts to meet targeted County employment goals established in accordance with N.J.A.C. 17:27-5.2.

**5. LICENSING.** If the Contractor is required to maintain a license in order to perform the services which are the subject of this Contract, then prior to the effective date of this Contract, and as a condition precedent to its taking effect, Contractor shall provide to the County

a copy of all current licenses to operate in the State of New Jersey, which license shall be in good standing and shall not be subject to any current action to revoke or suspend, and shall remain so throughout the term of this Contract.

Contractor shall notify the County immediately in the event of suspension, revocation or any change in status (or in the event of the initiation of any action to accomplish such suspension, revocation and/or change in status) of license or certification held by Contractor, or its agents and/or subcontractors.

**6. TERMINATION.** This Contract may be terminated as follows:

a. Pursuant to the termination provisions set forth in the Bid Specifications or in the Request for Proposals, if any, as the case may be, which are specifically referred to and incorporated herein by reference.

b. If Contractor is required to be licensed in order to perform the services which are the subject of this Contract, then this Contract may be terminated by County in the event that the appropriate governmental entity with jurisdiction has instituted an action to have the Contractor's license suspended, or in the event that such entity has revoked or suspended said license. Notice of termination pursuant to this subparagraph shall be effective immediately upon the giving of said notice.

c. If, through any cause, the Contractor shall fail to fulfill in timely and proper manner his obligations under this Contract, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Contract, the County shall thereupon have the right to terminate this Contract by giving written notice to the Contractor of such termination and specifying the effective date thereof. In such event, all finished or unfinished documents, data, studies, and reports prepared by the Contractor under this Contract, shall be forthwith delivered to the County.

d. The County may terminate this Contract for public convenience at any time by a notice in writing from the County to the Contractor. If the Contract is terminated by the County as provided herein, the Contractor will be paid for the services rendered to the time of termination.

e. Notwithstanding the above, the Contractor shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of the Contract by the Contractor, and the County may withhold any payments to the Contractor for the purpose of set off until such time as the exact amount of damages due the County from the Contractor is determined.

f. Termination shall not affect the validity of the indemnification provisions of this Contract, nor prevent the County from pursuing any other relief or damages to which it may be entitled, either at law or in equity.

**7. NO ASSIGNMENT OR SUBCONTRACT.** This Contract may not be assigned, nor subcontracted by the Contractor, except as otherwise agreed in writing by both parties. Any attempted assignment or subcontract without such written consent shall be void with respect to the County, and no obligation on the County's part to such subcontractor or assignee shall arise, unless the County shall elect to accept, and consent to, such assignment or subcontract.

**8. INDEMNIFICATION.** The Contractor shall be responsible for, shall keep save and hold the County harmless from, and shall indemnify the County against, any claim, loss, liability, expense (specifically including but not limited to costs, counsel fees and/or experts' fees), or damage resulting from all mental or physical injuries or disability, including death, to employees or recipients of the Contractor's services or to any other persons, or from any damage to any property sustained in connection with this contract which results from any acts or omissions, including negligence or malpractice, of any of its officers, directors, employees, agents, servants, or independent contractors, or from the Contractor's failure to provide for the safety and protection of its employees, or from Contractor's performance or failure to perform pursuant to the terms and provisions of this Contract, whether or not due to negligence, fault, or default of the Contractor. The Contractor's liability under this Contract shall continue after the termination of this Contract with respect to any liability, loss, expense or damage resulting from acts occurring prior to termination.

**9. INSURANCE.** Contractor shall, if applicable to the services to be provided, maintain general liability, automobile liability, business operations, builders and Workers' Compensation insurance in amounts and with companies deemed satisfactory by the County. Said policies shall be in compliance with any applicable requirements of the State of New Jersey and of the United States. Contractor shall, simultaneously with the execution of this Contract, deliver certifications of said insurance to County, naming the County as an additional insured.

If Contractor is a member of a profession which is subject to suit for professional malpractice, then Contractor shall maintain and continue in full force and effect, an insurance policy for professional liability/malpractice with limits of liability acceptable to the County. Contractor shall, simultaneously with the execution of this Contract, and as a condition precedent to its taking effect, provide to County a copy of a certificate of insurance, verifying that said insurance is and will be in effect during the term of this Contract.

The County shall review the certificate for sufficiency and compliance with this paragraph and approval of said certificate and policy shall be necessary prior to this Contract taking effect. Contractor also hereby agrees to continue said policy in force and effect for the period of the applicable statute of limitations following the termination of this Contract, and shall provide the County with copies of certificates of insurance as the certificates may be renewed during that period of time.

**10. SET-OFF.** Should Contractor either refuse or neglect to perform the services which Contractor is required to perform in accordance with the terms of this Contract, and if expense is incurred by County by reason of Contractor's failure to perform, then and in that event, such expenses shall be deducted from any payment due to Contractor. Exercise of such set-off shall not operate to prevent County from pursuing any other remedy to which it may be entitled.



**11. PREVENTION OF PERFORMANCE BY COUNTY.** In the event that the County is prevented from performing this Contract by circumstances beyond its control, then any obligations owing by the County to the Contractor shall be suspended without liability for the period during which the County is so prevented.

**12. NON-WAIVER.** The failure by the County to enforce any particular provision of this Contract, or to act upon a breach of this Contract by Contractor, shall not operate as or be construed as a waiver of any subsequent breach, nor a bar to any subsequent enforcement

**13. PARTIAL INVALIDITY.** In the event that any provisions of this Contract shall be, or become, invalid under any law or applicable regulation, such invalidity shall not affect the validity or enforceability of any other provisions of this Contract.

**14. NOTICES.** Notices required by this Contract shall be effective upon mailing of notice by regular and certified mail to the addresses set forth above, or by personal service, or if such notice cannot be delivered or personally served, then by any procedure for notice pursuant to the Rules of Court of the State of New Jersey.

**15. GOVERNING LAW, JURISDICTION AND VENUE.** This Contract and all questions relating to its validity, interpretation, performance or enforcement shall be governed by and construed in accordance with the laws of the State of New Jersey. The parties each irrevocably agree that any dispute arising under, relating to, or in connection with, directly or indirectly, this agreement or related to any matter which is the subject of or incidental to this agreement (whether or not such claim is based upon breach of contract or tort) shall be subject to the exclusive jurisdiction and venue of the state and/or federal courts located in Gloucester County, New Jersey or the United States District Court, District of New Jersey, Camden, New Jersey. This provision is intended to be a "mandatory" forum selection clause and governed by and interpreted consistent with New Jersey law and each waives any objection based on forum non conveniens.

**16. INDEPENDENT CONTRACTOR STATUS.** The parties acknowledge that Contractor is an independent contractor, and is not an employee, or agent of the County.

**17. BINDING EFFECT.** This Contract shall be binding on the undersigned, and their successors and assigns.

**18. CONTRACT PARTS.** This Contract consists of this Contract document, **RFP-26-007** issued by the County, and the Contractor's Proposal. Should there occur a conflict between this Contract or **RFP-26-007**, and Contractor's Proposal, then this Contract, or the RFP, as the case may be, shall prevail.

**THIS CONTRACT** is effective as of the date first written above.

**IN WITNESS WHEREOF**, the County has caused this instrument to be signed by its Commissioner Director and attested by its Clerk of the Board, pursuant to a Resolution of the Board of County Commissioners passed for that purpose, and Contractor has caused this instrument to be signed by its properly authorized representative and its corporate seal affixed the day and year first above written.

**ATTEST:**

**COUNTY OF GLOUCESTER**

\_\_\_\_\_  
**LAURIE J. BURNS,**  
**CLERK OF THE BOARD**

\_\_\_\_\_  
**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

**CME ASSOCIATES**

\_\_\_\_\_  
**By: ED D'ARMIENTO,**  
**Title: PE, CME, CFM**

**RESOLUTION AUTHORIZING CONTRACTS WITH BACH ASSOCIATES, PC AND JOSEPH F. MCKERNAN JR. ARCHITECTS AND ASSOCIATES, LLC FOR PROFESSIONAL ARCHITECTURAL SERVICES FROM JANUARY 1, 2026 TO DECEMBER 31, 2026 IN AN AMOUNT NOT TO EXCEED \$275,000.00 EACH**

**WHEREAS**, the County of Gloucester ("County") has the need for professional architectural services for various projects throughout the County, and requested proposals via RFP-26-005, from interested providers, and evaluated those proposals consistent with the County's fair and open procurement process and the terms and provisions of N.J.S.A. 19:44A-20.4 et seq.; and

**WHEREAS**, the evaluation, based on the established criteria, concluded that Bach Associates, PC of 304 White Horse Pike, Haddon Heights, NJ 08035, and Joseph F. McKernan Jr. Architects and Associates, LLC of 100 Dobbs Lane, Suite 204, Cherry Hill, NJ 08034, made the most advantageous proposals in an amount not to exceed \$275,000.00 each; and

**WHEREAS**, the contracts shall be for estimated units of service on an as-needed basis and are therefore open-ended, which does not obligate the County to make any minimum purchase or obtain any service, so that no Certificates of Availability of Funds are required at this time; and

**WHEREAS**, the contracts may be awarded without public advertising for bids and bidding, in that the subject matter is the provision of professional services pursuant to N.J.S.A. 40A:11-5(1)(a)(i).

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester that the Director is hereby authorized to execute and the Clerk of the Board is directed to attest to, the contracts with Bach Associates, PC and Joseph F. McKernan Jr. Architects & Associates, for professional architectural services as per RFP-26-005, from January 1, 2026 to December 31, 2026, in an amount not to exceed \$275,000.00 per contractor; and

**BE IT FURTHER RESOLVED** that prior to any purchase made or service rendered pursuant to the within award, a certification must be obtained from the County Treasurer certifying that sufficient funds are available at that time for that particular purchase and identifying the line item of the County budget out of which said funds will be paid; and

**BE IT FURTHER RESOLVED** that a brief notice shall be published once in the South Jersey Times pursuant to the requirements of the Local Public Contracts Law, stating the nature, duration, service and amount of the contract, and further, stating that a copy of this Resolution and the contract are on file and available for public inspection in the Office of the Clerk of the Board of Gloucester County.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

**ATTEST:**

**FRANK J. DIMARCO, DIRECTOR**

**LAURIE J. BURNS,  
CLERK OF THE BOARD**

**CONTRACT FOR PROFESSIONAL SERVICES  
BETWEEN  
COUNTY OF GLOUCESTER  
AND  
BACH ASSOCIATES, PC**

**THIS CONTRACT** is made this **2nd** day of **January, 2026**, by and between the **COUNTY OF GLOUCESTER**, a body politic and corporate of the State of New Jersey, with administrative offices at 2 South Broad Street, Woodbury, NJ 08096, hereinafter referred to as “**County**”, and **BACH ASSOCIATES, PC**, with offices at 304 White Horse Pike, Haddon Heights, NJ 08035, hereinafter referred to as “**Contractor**”.

**RECITALS**

**WHEREAS**, there exists a need by the County to contract for professional architectural services for the year 2026, as per **RFP-26-005**; and

**WHEREAS**, Contractor represents that it is qualified to perform the said required services, and desires to so perform pursuant to the terms and provisions of this Contact.

**WHEREAS**, this Contract is awarded pursuant to, and consistent with, the County’s Fair and Open Procurement Process and the terms and provisions of N.J.S.A. 19:44A-20.4; and

**NOW, THEREFORE**, in consideration of the mutual promises, agreements, and other considerations made by and between the parties, the County and the Contractor do hereby agree as follows:

**TERMS OF AGREEMENT**

**1. TERM**. This contract shall be effective for a period of one (1) year from January 1, 2026 to December 31, 2026.

**2. COMPENSATION**. Contractor shall be compensated in a total amount not to exceed \$275,000.00, at hourly rates as set forth in Contractor’s proposal dated December 12, 2025, which was submitted in response to the County’s Request for Proposal, **RFP-26-005**.

Contractor shall be paid in accordance with this Contract document upon receipt of an invoice and a properly executed voucher. After approval by the County, the payment voucher shall be placed in line for prompt payment.

Each invoice shall contain an itemized, detailed description of all work performed during the billing period. Failure to provide sufficient specificity shall be cause for rejection of the invoice until the necessary details are provided.

It is also agreed and understood that the acceptance of the final payment by Contractor shall be considered a release in full of all claims against the County arising out of, or by reason of, the work done and materials furnished under this Contract.

**3. DUTIES OF CONTRACTOR.** The specific duties of the Contractor shall be for professional architectural services for various projects throughout the County as set forth in **RFP-26-005**, and Contractor's Proposal, which are incorporated herein by reference in their entirety and made a part of this Contract. Contractor agrees that it has or will comply with, and where applicable shall continue throughout the period of the Contract to comply with all of the requirements set out in **RFP-26-005**.

**4. FURTHER OBLIGATIONS OF THE PARTIES.** During the performance of this Contract, the Contractor agrees as follows:

a. The Contractor will not discriminate against any employee or applicant for employment, and will ensure that equal employment opportunity is afforded to all applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality, sex, veteran status or military service. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

b. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

c. The Contractor will send to each labor union with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the vendor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

d. The Contractor, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

e. The Contractor agrees to make good faith efforts to meet targeted County employment goals established in accordance with N.J.A.C. 17:27-5.2.

**5. LICENSING.** If the Contractor is required to maintain a license in order to perform the services which are the subject of this Contract, then prior to the effective date of this Contract, and as a condition precedent to its taking effect, Contractor shall provide to the County

a copy of all current licenses to operate in the State of New Jersey, which license shall be in good standing and shall not be subject to any current action to revoke or suspend, and shall remain so throughout the term of this Contract.

Contractor shall notify the County immediately in the event of suspension, revocation or any change in status (or in the event of the initiation of any action to accomplish such suspension, revocation and/or change in status) of license or certification held by Contractor, or its agents and/or subcontractors.

**6. TERMINATION.** This Contract may be terminated as follows:

a. Pursuant to the termination provisions set forth in the Bid Specifications or in the Request for Proposals, if any, as the case may be, which are specifically referred to and incorporated herein by reference.

b. If Contractor is required to be licensed in order to perform the services which are the subject of this Contract, then this Contract may be terminated by County in the event that the appropriate governmental entity with jurisdiction has instituted an action to have the Contractor's license suspended, or in the event that such entity has revoked or suspended said license. Notice of termination pursuant to this subparagraph shall be effective immediately upon the giving of said notice.

c. If, through any cause, the Contractor shall fail to fulfill in timely and proper manner his obligations under this Contract, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Contract, the County shall thereupon have the right to terminate this Contract by giving written notice to the Contractor of such termination and specifying the effective date thereof. In such event, all finished or unfinished documents, data, studies, and reports prepared by the Contractor under this Contract, shall be forthwith delivered to the County.

d. The County may terminate this Contract for public convenience at any time by a notice in writing from the County to the Contractor. If the Contract is terminated by the County as provided herein, the Contractor will be paid for the services rendered to the time of termination.

e. Notwithstanding the above, the Contractor shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of the Contract by the Contractor, and the County may withhold any payments to the Contractor for the purpose of set off until such time as the exact amount of damages due the County from the Contractor is determined.

f. Termination shall not affect the validity of the indemnification provisions of this Contract, nor prevent the County from pursuing any other relief or damages to which it may be entitled, either at law or in equity.



**7. NO ASSIGNMENT OR SUBCONTRACT.** This Contract may not be assigned, nor subcontracted by the Contractor, except as otherwise agreed in writing by both parties. Any attempted assignment or subcontract without such written consent shall be void with respect to the County, and no obligation on the County's part to such subcontractor or assignee shall arise, unless the County shall elect to accept, and consent to, such assignment or subcontract.

**8. INDEMNIFICATION.** The Contractor shall be responsible for, shall keep save and hold the County harmless from, and shall indemnify the County against, any claim, loss, liability, expense (specifically including but not limited to costs, counsel fees and/or experts' fees), or damage resulting from all mental or physical injuries or disability, including death, to employees or recipients of the Contractor's services or to any other persons, or from any damage to any property sustained in connection with this contract which results from any acts or omissions, including negligence or malpractice, of any of its officers, directors, employees, agents, servants, or independent contractors, or from the Contractor's failure to provide for the safety and protection of its employees, or from Contractor's performance or failure to perform pursuant to the terms and provisions of this Contract, whether or not due to negligence, fault, or default of the Contractor. The Contractor's liability under this Contract shall continue after the termination of this Contract with respect to any liability, loss, expense or damage resulting from acts occurring prior to termination.

**9. INSURANCE.** Contractor shall, if applicable to the services to be provided, maintain general liability, automobile liability, business operations, builders and Workers' Compensation insurance in amounts and with companies deemed satisfactory by the County. Said policies shall be in compliance with any applicable requirements of the State of New Jersey and of the United States. Contractor shall, simultaneously with the execution of this Contract, deliver certifications of said insurance to County, naming the County as an additional insured.

If Contractor is a member of a profession which is subject to suit for professional malpractice, then Contractor shall maintain and continue in full force and effect, an insurance policy for professional liability/malpractice with limits of liability acceptable to the County. Contractor shall, simultaneously with the execution of this Contract, and as a condition precedent to its taking effect, provide to County a copy of a certificate of insurance, verifying that said insurance is and will be in effect during the term of this Contract.

The County shall review the certificate for sufficiency and compliance with this paragraph and approval of said certificate and policy shall be necessary prior to this Contract taking effect. Contractor also hereby agrees to continue said policy in force and effect for the period of the applicable statute of limitations following the termination of this Contract, and shall provide the County with copies of certificates of insurance as the certificates may be renewed during that period of time.

**10. SET-OFF.** Should Contractor either refuse or neglect to perform the services which Contractor is required to perform in accordance with the terms of this Contract, and if expense is incurred by County by reason of Contractor's failure to perform, then and in that event, such expenses shall be deducted from any payment due to Contractor. Exercise of such set-off shall not operate to prevent County from pursuing any other remedy to which it may be entitled.

**11. PREVENTION OF PERFORMANCE BY COUNTY.** In the event that the County is prevented from performing this Contract by circumstances beyond its control, then any obligations owing by the County to the Contractor shall be suspended without liability for the period during which the County is so prevented.

**12. NON-WAIVER.** The failure by the County to enforce any particular provision of this Contract, or to act upon a breach of this Contract by Contractor, shall not operate as or be construed as a waiver of any subsequent breach, nor a bar to any subsequent enforcement

**13. PARTIAL INVALIDITY.** In the event that any provisions of this Contract shall be, or become, invalid under any law or applicable regulation, such invalidity shall not affect the validity or enforceability of any other provisions of this Contract.

**14. NOTICES.** Notices required by this Contract shall be effective upon mailing of notice by regular and certified mail to the addresses set forth above, or by personal service, or if such notice cannot be delivered or personally served, then by any procedure for notice pursuant to the Rules of Court of the State of New Jersey.

**15. GOVERNING LAW, JURISDICTION AND VENUE.** This Contract and all questions relating to its validity, interpretation, performance or enforcement shall be governed by and construed in accordance with the laws of the State of New Jersey. The parties each irrevocably agree that any dispute arising under, relating to, or in connection with, directly or indirectly, this agreement or related to any matter which is the subject of or incidental to this agreement (whether or not such claim is based upon breach of contract or tort) shall be subject to the exclusive jurisdiction and venue of the state and/or federal courts located in Gloucester County, New Jersey or the United States District Court, District of New Jersey, Camden, New Jersey. This provision is intended to be a "mandatory" forum selection clause and governed by and interpreted consistent with New Jersey law and each waives any objection based on forum non conveniens.

**16. INDEPENDENT CONTRACTOR STATUS.** The parties acknowledge that Contractor is an independent contractor, and is not an employee, or agent of the County.

**17. BINDING EFFECT.** This Contract shall be binding on the undersigned, and their successors and assigns.

**18. CONTRACT PARTS.** This Contract consists of this Contract document, **RFP-26-005** issued by the County, and the Contractor's Proposal. Should there occur a conflict between this Contract or **RFP-26-005**, and Contractor's Proposal, then this Contract, or the RFP, as the case may be, shall prevail.

**THIS CONTRACT** is effective as of the date first written above.

**IN WITNESS WHEREOF**, the County has caused this instrument to be signed by its Commissioner Director and attested by its Clerk of the Board, pursuant to a Resolution of the Board of County Commissioners passed for that purpose, and Contractor has caused this instrument to be signed by its properly authorized representative and its corporate seal affixed the day and year first above written.

**ATTEST:**

**COUNTY OF GLOUCESTER**

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**LAURIE J. BURNS,  
CLERK OF THE BOARD**

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**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

**BACH ASSOCIATES, PC**

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**By: STEVEN M. BACH  
Title: PRESIDENT**

**CONTRACT FOR PROFESSIONAL SERVICES  
BETWEEN  
COUNTY OF GLOUCESTER  
AND  
JOSEPH F. MCKERNAN, JR. ARCHITECTS  
& ASSOCIATES, LLC**

**THIS CONTRACT** is made this **2nd** day of **January, 2026**, by and between the **COUNTY OF GLOUCESTER**, a body politic and corporate of the State of New Jersey, with administrative offices at 2 South Broad Street, Woodbury, NJ 08096, hereinafter referred to as “**County**”, and **JOSEPH F. MCKERNAN, JR. ARCHITECTS & ASSOCIATES, LLC**, with offices at 100 Dobbs Lane, Suite 204, Cherry Hill, NJ 08034, hereinafter referred to as “**Contractor**”.

**RECITALS**

**WHEREAS**, there exists a need by the County to contract for professional architectural services for various projects throughout the County for 2026, as per **RFP-26-005**; and

**WHEREAS**, Contractor represents that it is qualified to perform the said required services, and desires to so perform pursuant to the terms and provisions of this Contract.

**WHEREAS**, this Contract is awarded pursuant to, and consistent with, the County’s Fair and Open Procurement Process and the terms and provisions of N.J.S.A. 19:44A-20.4; and

**NOW, THEREFORE**, in consideration of the mutual promises, agreements, and other considerations made by and between the parties, the County and the Contractor do hereby agree as follows:

**TERMS OF AGREEMENT**

1. **TERM**. This contract shall be effective for a period of one (1) year from January 1, 2026 to December 31, 2026.

2. **COMPENSATION**. Contractor shall be compensated in a total amount not to exceed \$275,000.00, at hourly rates set forth in Contractor’s proposal dated December 12, 2025, which was submitted in response to the County’s Request for Proposal, **RFP-26-005**.

Contractor shall be paid in accordance with this Contract document upon receipt of an invoice and a properly executed voucher. After approval by the County, the payment voucher shall be placed in line for prompt payment.

Each invoice shall contain an itemized, detailed description of all work performed during the billing period. Failure to provide sufficient specificity shall be cause for rejection of the invoice until the necessary details are provided.

It is also agreed and understood that the acceptance of the final payment by Contractor shall be considered a release in full of all claims against the County arising out of, or by reason of, the work done and materials furnished under this Contract.

**3. DUTIES OF CONTRACTOR.** The specific duties of the Contractor shall be for professional architectural services for various projects throughout the County, as set forth in **RFP-26-005**, and Contractor's Proposal, which are incorporated herein by reference in their entirety and made a part of this Contract. Contractor agrees that it has or will comply with, and where applicable shall continue throughout the period of the Contract to comply with all of the requirements set out in **RFP-26-005**.

**4. FURTHER OBLIGATIONS OF THE PARTIES.** During the performance of this Contract, the Contractor agrees as follows:

a. The Contractor will not discriminate against any employee or applicant for employment, and will ensure that equal employment opportunity is afforded to all applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality, sex, veteran status or military service. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

b. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

c. The Contractor will send to each labor union with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the vendor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

d. The Contractor, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

e. The Contractor agrees to make good faith efforts to meet targeted County employment goals established in accordance with N.J.A.C. 17:27-5.2.

**5. LICENSING.** If the Contractor is required to maintain a license in order to perform the services which are the subject of this Contract, then prior to the effective date of this Contract, and as a condition precedent to its taking effect, Contractor shall provide to the County

a copy of all current licenses to operate in the State of New Jersey, which license shall be in good standing and shall not be subject to any current action to revoke or suspend, and shall remain so throughout the term of this Contract.

Contractor shall notify the County immediately in the event of suspension, revocation or any change in status (or in the event of the initiation of any action to accomplish such suspension, revocation and/or change in status) of license or certification held by Contractor, or its agents and/or subcontractors.

**6. TERMINATION.** This Contract may be terminated as follows:

a. Pursuant to the termination provisions set forth in the Bid Specifications or in the Request for Proposals, if any, as the case may be, which are specifically referred to and incorporated herein by reference.

b. If Contractor is required to be licensed in order to perform the services which are the subject of this Contract, then this Contract may be terminated by County in the event that the appropriate governmental entity with jurisdiction has instituted an action to have the Contractor's license suspended, or in the event that such entity has revoked or suspended said license. Notice of termination pursuant to this subparagraph shall be effective immediately upon the giving of said notice.

c. If, through any cause, the Contractor shall fail to fulfill in timely and proper manner his obligations under this Contract, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Contract, the County shall thereupon have the right to terminate this Contract by giving written notice to the Contractor of such termination and specifying the effective date thereof. In such event, all finished or unfinished documents, data, studies, and reports prepared by the Contractor under this Contract, shall be forthwith delivered to the County.

d. The County may terminate this Contract for public convenience at any time by a notice in writing from the County to the Contractor. If the Contract is terminated by the County as provided herein, the Contractor will be paid for the services rendered to the time of termination.

e. Notwithstanding the above, the Contractor shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of the Contract by the Contractor, and the County may withhold any payments to the Contractor for the purpose of set off until such time as the exact amount of damages due the County from the Contractor is determined.

f. Termination shall not affect the validity of the indemnification provisions of this Contract, nor prevent the County from pursuing any other relief or damages to which it may be entitled, either at law or in equity.

**7. NO ASSIGNMENT OR SUBCONTRACT.** This Contract may not be assigned, nor subcontracted by the Contractor, except as otherwise agreed in writing by both parties. Any attempted assignment or subcontract without such written consent shall be void with respect to the County, and no obligation on the County's part to such subcontractor or assignee shall arise, unless the County shall elect to accept, and consent to, such assignment or subcontract.

**8. INDEMNIFICATION.** The Contractor shall be responsible for, shall keep save and hold the County harmless from, and shall indemnify the County against, any claim, loss, liability, expense (specifically including but not limited to costs, counsel fees and/or experts' fees), or damage resulting from all mental or physical injuries or disability, including death, to employees or recipients of the Contractor's services or to any other persons, or from any damage to any property sustained in connection with this contract which results from any acts or omissions, including negligence or malpractice, of any of its officers, directors, employees, agents, servants, or independent contractors, or from the Contractor's failure to provide for the safety and protection of its employees, or from Contractor's performance or failure to perform pursuant to the terms and provisions of this Contract, whether or not due to negligence, fault, or default of the Contractor. The Contractor's liability under this Contract shall continue after the termination of this Contract with respect to any liability, loss, expense or damage resulting from acts occurring prior to termination.

**9. INSURANCE.** Contractor shall, if applicable to the services to be provided, maintain general liability, automobile liability, business operations, builders and Workers' Compensation insurance in amounts and with companies deemed satisfactory by the County. Said policies shall be in compliance with any applicable requirements of the State of New Jersey and of the United States. Contractor shall, simultaneously with the execution of this Contract, deliver certifications of said insurance to County, naming the County as an additional insured.

If Contractor is a member of a profession which is subject to suit for professional malpractice, then Contractor shall maintain and continue in full force and effect, an insurance policy for professional liability/malpractice with limits of liability acceptable to the County. Contractor shall, simultaneously with the execution of this Contract, and as a condition precedent to its taking effect, provide to County a copy of a certificate of insurance, verifying that said insurance is and will be in effect during the term of this Contract.

The County shall review the certificate for sufficiency and compliance with this paragraph and approval of said certificate and policy shall be necessary prior to this Contract taking effect. Contractor also hereby agrees to continue said policy in force and effect for the period of the applicable statute of limitations following the termination of this Contract, and shall provide the County with copies of certificates of insurance as the certificates may be renewed during that period of time.

**10. SET-OFF.** Should Contractor either refuse or neglect to perform the services which Contractor is required to perform in accordance with the terms of this Contract, and if expense is incurred by County by reason of Contractor's failure to perform, then and in that event, such expenses shall be deducted from any payment due to Contractor. Exercise of such set-off shall not operate to prevent County from pursuing any other remedy to which it may be entitled.



11. **PREVENTION OF PERFORMANCE BY COUNTY.** In the event that the County is prevented from performing this Contract by circumstances beyond its control, then any obligations owing by the County to the Contractor shall be suspended without liability for the period during which the County is so prevented.

12. **NON-WAIVER.** The failure by the County to enforce any particular provision of this Contract, or to act upon a breach of this Contract by Contractor, shall not operate as or be construed as a waiver of any subsequent breach, nor a bar to any subsequent enforcement

13. **PARTIAL INVALIDITY.** In the event that any provisions of this Contract shall be, or become, invalid under any law or applicable regulation, such invalidity shall not affect the validity or enforceability of any other provisions of this Contract.

14. **NOTICES.** Notices required by this Contract shall be effective upon mailing of notice by regular and certified mail to the addresses set forth above, or by personal service, or if such notice cannot be delivered or personally served, then by any procedure for notice pursuant to the Rules of Court of the State of New Jersey.

15. **GOVERNING LAW, JURISDICTION AND VENUE.** This Contract and all questions relating to its validity, interpretation, performance or enforcement shall be governed by and construed in accordance with the laws of the State of New Jersey. The parties each irrevocably agree that any dispute arising under, relating to, or in connection with, directly or indirectly, this agreement or related to any matter which is the subject of or incidental to this agreement (whether or not such claim is based upon breach of contract or tort) shall be subject to the exclusive jurisdiction and venue of the state and/or federal courts located in Gloucester County, New Jersey or the United States District Court, District of New Jersey, Camden, New Jersey. This provision is intended to be a "mandatory" forum selection clause and governed by and interpreted consistent with New Jersey law and each waives any objection based on forum non conveniens.

16. **INDEPENDENT CONTRACTOR STATUS.** The parties acknowledge that Contractor is an independent contractor, and is not an employee, or agent of the County.

17. **BINDING EFFECT.** This Contract shall be binding on the undersigned, and their successors and assigns.

18. **CONTRACT PARTS.** This Contract consists of this Contract document, **RFP-26-005** issued by the County, and the Contractor's Proposal. Should there occur a conflict between this Contract or **RFP-26-005**, and Contractor's Proposal, then this Contract, or the RFP, as the case may be, shall prevail.

**THIS CONTRACT** is effective as of the date first written above.

**IN WITNESS WHEREOF**, the County has caused this instrument to be signed by its Commissioner Director and attested by its Clerk of the Board, pursuant to a Resolution of the Board of County Commissioners passed for that purpose, and Contractor has caused this instrument to be signed by its properly authorized representative and its corporate seal affixed the day and year first above written.

**ATTEST:**

**COUNTY OF GLOUCESTER**

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**LAURIE J. BURNS,  
CLERK OF THE BOARD**

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**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

**JOSEPH F. MCKERNAN, JR.  
ARCHITECTS & ASSOCIATES, LLC**

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**By: JOSEPH F. MCKERNAN, JR., RA  
Title: PRESIDENT**

**RESOLUTION AUTHORIZING A CONTRACT WITH BOWMAN & COMPANY, LLP  
FOR PROFESSIONAL ACCOUNTING AND OTHER RELATED SERVICES  
REGARDING THE COUNTY WELFARE AUDIT IN AN AMOUNT  
NOT TO EXCEED \$66,850.00**

**WHEREAS**, the County of Gloucester ("County") has the need for professional accounting and other related services regarding the County Welfare Agency ("CWA") single audit, and requested proposals via RFP-26-008 from interested providers and evaluated those proposals consistent with the County's fair and open procurement process and the terms and provisions of N.J.S.A. 19:44A-20.4 et seq.; and

**WHEREAS**, the evaluation, based on the established criteria, concluded that Bowman & Company, LLP of 601 White Horse Road, Voorhees, NJ 08043, made the most advantageous proposal in an amount not to exceed \$66,850.00; and

**WHEREAS**, the contract shall be for estimated units of service and is therefore open-ended, which does not obligate the County to make any minimum purchase or obtain any service, so that no Certificate of Availability of Funds is required at this time; and

**WHEREAS**, this contract may be awarded without public advertising for bids and bidding, in that the subject matter of the contract is the provision of professional services pursuant to N.J.S.A. 40A:11-5(1)(a)(i).

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester that the Director is hereby authorized to execute and the Clerk of the Board is directed to attest to, a contract with Bowman & Company, LLP for professional accounting and other related services regarding the County Welfare Agency (CWA) single audit, as per RFP-26-008, from January 1, 2026 to December 31, 2026 in an amount not to exceed \$66,850.00; and

**BE IT FURTHER RESOLVED** that prior to any purchase made or service rendered pursuant to the within award, a certification must be obtained from the County Treasurer certifying that sufficient funds are available at that time for that particular purchase and identifying the line item of the County budget out of which said funds will be paid; and

**BE IT FURTHER RESOLVED** that a brief notice shall be published once in the South Jersey Times pursuant to the requirements of the Local Public Contracts Law, stating the nature, duration, service and amount of the contract, and further, stating that a copy of this Resolution and the contract are on file and available for public inspection in the Office of the Clerk of the Board of Gloucester County.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

**ATTEST:**

**FRANK J. DIMARCO, DIRECTOR**

**LAURIE J. BURNS,  
CLERK OF THE BOARD**

**CONTRACT FOR PROFESSIONAL SERVICES  
BETWEEN  
COUNTY OF GLOUCESTER  
AND  
BOWMAN & COMPANY, LLP**

**THIS CONTRACT** is made this **2nd** day of **January, 2026**, by and between the **COUNTY OF GLOUCESTER**, a body politic and corporate of the State of New Jersey, with administrative offices at 2 South Broad Street, Woodbury, NJ 08096, hereinafter referred to as “**County**”, and **BOWMAN & COMPANY, LLP**, of 601 White Horse Road, Voorhees, NJ 08043, hereinafter referred to as “**Contractor**”.

**RECITALS**

**WHEREAS**, there exists a need by the County to contract for professional accounting and other related services regarding the County Welfare Audit (CWA) single audit, as per **RFP-26-008**; and

**WHEREAS**, Contractor represents that it is qualified to perform the said required services, and desires to so perform pursuant to the terms and provisions of this Contract.

**WHEREAS**, this Contract is awarded pursuant to, and consistent with, the County’s Fair and Open Procurement Process and the terms and provisions of N.J.S.A. 19:44A-20.4; and

**NOW, THEREFORE**, in consideration of the mutual promises, agreements, and other considerations made by and between the parties, the County and the Contractor do hereby agree as follows:

**TERMS OF AGREEMENT**

1. **TERM**. This contract shall be effective for a period of one (1) year from January 1, 2026 to December 31, 2026.

2. **COMPENSATION**. Contractor shall be compensated in a total amount not to exceed \$66,850.00, at hourly rates as set forth in Contractor’s proposal dated December 5, 2025, which was submitted in response to the County’s Request for Proposal, **RFP-26-008**.

Contractor shall be paid in accordance with this Contract document upon receipt of an invoice and a properly executed voucher. After approval by the County, the payment voucher shall be placed in line for prompt payment.

Each invoice shall contain an itemized, detailed description of all work performed during the billing period. Failure to provide sufficient specificity shall be cause for rejection of the invoice until the necessary details are provided.

It is also agreed and understood that the acceptance of the final payment by Contractor shall be considered a release in full of all claims against the County arising out of, or by reason of, the work done and materials furnished under this Contract.

**3. DUTIES OF CONTRACTOR.** The specific duties of the Contractor shall be for professional accounting and other related services regarding the County Welfare Audit (CWA) single audit, as set forth in **RFP-26-008**, and Contractor's Proposal, which are incorporated herein by reference in their entirety and made a part of this Contract. Contractor agrees that it has or will comply with, and where applicable shall continue throughout the period of the Contract to comply with all of the requirements set out in **RFP-26-008**.

**4. FURTHER OBLIGATIONS OF THE PARTIES.** During the performance of this Contract, the Contractor agrees as follows:

a. The Contractor will not discriminate against any employee or applicant for employment, and will ensure that equal employment opportunity is afforded to all applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality, sex, veteran status or military service. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

b. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

c. The Contractor will send to each labor union with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the vendor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

d. The Contractor, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

e. The Contractor agrees to make good faith efforts to meet targeted County employment goals established in accordance with N.J.A.C. 17:27-5.2.

**5. LICENSING.** If the Contractor is required to maintain a license in order to perform the services which are the subject of this Contract, then prior to the effective date of this Contract, and as a condition precedent to its taking effect, Contractor shall provide to the County

a copy of all current licenses to operate in the State of New Jersey, which license shall be in good standing and shall not be subject to any current action to revoke or suspend, and shall remain so throughout the term of this Contract.

Contractor shall notify the County immediately in the event of suspension, revocation or any change in status (or in the event of the initiation of any action to accomplish such suspension, revocation and/or change in status) of license or certification held by Contractor, or its agents and/or subcontractors.

**6. TERMINATION.** This Contract may be terminated as follows:

a. Pursuant to the termination provisions set forth in the Bid Specifications or in the Request for Proposals, if any, as the case may be, which are specifically referred to and incorporated herein by reference.

b. If Contractor is required to be licensed in order to perform the services which are the subject of this Contract, then this Contract may be terminated by County in the event that the appropriate governmental entity with jurisdiction has instituted an action to have the Contractor's license suspended, or in the event that such entity has revoked or suspended said license. Notice of termination pursuant to this subparagraph shall be effective immediately upon the giving of said notice.

c. If, through any cause, the Contractor shall fail to fulfill in timely and proper manner his obligations under this Contract, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Contract, the County shall thereupon have the right to terminate this Contract by giving written notice to the Contractor of such termination and specifying the effective date thereof. In such event, all finished or unfinished documents, data, studies, and reports prepared by the Contractor under this Contract, shall be forthwith delivered to the County.

d. The County may terminate this Contract for public convenience at any time by a notice in writing from the County to the Contractor. If the Contract is terminated by the County as provided herein, the Contractor will be paid for the services rendered to the time of termination.

e. Notwithstanding the above, the Contractor shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of the Contract by the Contractor, and the County may withhold any payments to the Contractor for the purpose of set off until such time as the exact amount of damages due the County from the Contractor is determined.

f. Termination shall not affect the validity of the indemnification provisions of this Contract, nor prevent the County from pursuing any other relief or damages to which it may be entitled, either at law or in equity.

7. **NO ASSIGNMENT OR SUBCONTRACT.** This Contract may not be assigned, nor subcontracted by the Contractor, except as otherwise agreed in writing by both parties. Any attempted assignment or subcontract without such written consent shall be void with respect to the County, and no obligation on the County's part to such subcontractor or assignee shall arise, unless the County shall elect to accept, and consent to, such assignment or subcontract.

8. **INDEMNIFICATION.** The Contractor shall be responsible for, shall keep save and hold the County harmless from, and shall indemnify the County against, any claim, loss, liability, expense (specifically including but not limited to costs, counsel fees and/or experts' fees), or damage resulting from all mental or physical injuries or disability, including death, to employees or recipients of the Contractor's services or to any other persons, or from any damage to any property sustained in connection with this contract which results from any acts or omissions, including negligence or malpractice, of any of its officers, directors, employees, agents, servants, or independent contractors, or from the Contractor's failure to provide for the safety and protection of its employees, or from Contractor's performance or failure to perform pursuant to the terms and provisions of this Contract, whether or not due to negligence, fault, or default of the Contractor. The Contractor's liability under this Contract shall continue after the termination of this Contract with respect to any liability, loss, expense or damage resulting from acts occurring prior to termination.

9. **INSURANCE.** Contractor shall, if applicable to the services to be provided, maintain general liability, automobile liability, business operations, builders and Workers' Compensation insurance in amounts and with companies deemed satisfactory by the County. Said policies shall be in compliance with any applicable requirements of the State of New Jersey and of the United States. Contractor shall, simultaneously with the execution of this Contract, deliver certifications of said insurance to County, naming the County as an additional insured.

If Contractor is a member of a profession which is subject to suit for professional malpractice, then Contractor shall maintain and continue in full force and effect, an insurance policy for professional liability/malpractice with limits of liability acceptable to the County. Contractor shall, simultaneously with the execution of this Contract, and as a condition precedent to its taking effect, provide to County a copy of a certificate of insurance, verifying that said insurance is and will be in effect during the term of this Contract.

The County shall review the certificate for sufficiency and compliance with this paragraph and approval of said certificate and policy shall be necessary prior to this Contract taking effect. Contractor also hereby agrees to continue said policy in force and effect for the period of the applicable statute of limitations following the termination of this Contract, and shall provide the County with copies of certificates of insurance as the certificates may be renewed during that period of time.

10. **SET-OFF.** Should Contractor either refuse or neglect to perform the services which Contractor is required to perform in accordance with the terms of this Contract, and if expense is incurred by County by reason of Contractor's failure to perform, then and in that event, such expenses shall be deducted from any payment due to Contractor. Exercise of such set-off shall not operate to prevent County from pursuing any other remedy to which it may be entitled.



**11. PREVENTION OF PERFORMANCE BY COUNTY.** In the event that the County is prevented from performing this Contract by circumstances beyond its control, then any obligations owing by the County to the Contractor shall be suspended without liability for the period during which the County is so prevented.

**12. NON-WAIVER.** The failure by the County to enforce any particular provision of this Contract, or to act upon a breach of this Contract by Contractor, shall not operate as or be construed as a waiver of any subsequent breach, nor a bar to any subsequent enforcement

**13. PARTIAL INVALIDITY.** In the event that any provisions of this Contract shall be, or become, invalid under any law or applicable regulation, such invalidity shall not affect the validity or enforceability of any other provisions of this Contract.

**14. NOTICES.** Notices required by this Contract shall be effective upon mailing of notice by regular and certified mail to the addresses set forth above, or by personal service, or if such notice cannot be delivered or personally served, then by any procedure for notice pursuant to the Rules of Court of the State of New Jersey.

**15. GOVERNING LAW, JURISDICTION AND VENUE.** This Contract and all questions relating to its validity, interpretation, performance or enforcement shall be governed by and construed in accordance with the laws of the State of New Jersey. The parties each irrevocably agree that any dispute arising under, relating to, or in connection with, directly or indirectly, this agreement or related to any matter which is the subject of or incidental to this agreement (whether or not such claim is based upon breach of contract or tort) shall be subject to the exclusive jurisdiction and venue of the state and/or federal courts located in Gloucester County, New Jersey or the United States District Court, District of New Jersey, Camden, New Jersey. This provision is intended to be a "mandatory" forum selection clause and governed by and interpreted consistent with New Jersey law and each waives any objection based on forum non conveniens.

**16. INDEPENDENT CONTRACTOR STATUS.** The parties acknowledge that Contractor is an independent contractor, and is not an employee, or agent of the County.

**17. BINDING EFFECT.** This Contract shall be binding on the undersigned, and their successors and assigns.

**18. CONTRACT PARTS.** This Contract consists of this Contract document, **RFP-26-008** issued by the County, and the Contractor's Proposal. Should there occur a conflict between this Contract or **RFP-26-008**, and Contractor's Proposal, then this Contract, or the RFP, as the case may be, shall prevail.

**THIS CONTRACT** is effective as of the date first written above.

**IN WITNESS WHEREOF**, the County has caused this instrument to be signed by its Commissioner Director and attested by its Clerk of the Board, pursuant to a Resolution of the Board of County Commissioners passed for that purpose, and Contractor has caused this instrument to be signed by its properly authorized representative and its corporate seal affixed the day and year first above written.

**ATTEST:**

**COUNTY OF GLOUCESTER**

\_\_\_\_\_  
**LAURIE J. BURNS,**  
**CLERK OF THE BOARD**

\_\_\_\_\_  
**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

**BOWMAN & COMPANY, LLP**

\_\_\_\_\_

\_\_\_\_\_  
**By:** (print)  
**Title:**

**RESOLUTION APPOINTING A POOL OF ENGINEERS FOR THE COUNTY FOR  
PROJECT MANAGEMENT, CONSTRUCTION INSPECTION, ENVIRONMENTAL  
SERVICES AND/OR OTHER UNSPECIFIED PROJECTS FOR THE  
CALENDAR YEAR JANUARY 1, 2026 TO DECEMBER 31, 2026**

**WHEREAS**, the County of Gloucester ("County") has a need engineering services on an as-needed basis for various projects throughout the County, relative to project management, construction inspection, environmental services and/or other unspecified projects, and requested proposals via **RFP-26-010**, to establish qualified engineering firms regarding said services; and

**WHEREAS**, proposals have been submitted and evaluated from **(1) Bach Associates, P.C. (2) Bryson & Yates Consulting Engineers, LLC, (3) CME Associates, (4) Colliers Engineering & Design, Inc., (5) French & Parrello, Associates; (6) Pennoni & Associates, Inc., and (7) Remington & Vernick Engineers**, and the County has determined that these firms are qualified to perform the hereinabove required services as-needed; and

**WHEREAS**, a contract for such services may be awarded without competitive bidding, pursuant to N.J.S.A. 40A:11-5(1)(a)(i), in that the subject matter of the contract shall be for the provision of professional services, which services are rendered or performed by a person authorized by law to practice a recognized profession and whose practice is regulated by law and the performance of which requires knowledge of an advanced type; and

**WHEREAS**, the Board of County Commissioners of the County of Gloucester finds it to be in the best interest of the County to appoint a pool of qualified engineering firms as referenced hereinabove, and to award contracts for required services as per RFP-26-010.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester that the following are hereby appointed to the pool of qualified engineering firms for as-needed services regarding project management, construction inspection, environmental services and/or other unspecified projects, as per RFP-26-010; and, that the Director is hereby authorized to execute and the Clerk of the Board to attest to the contracts, for the term January 1, 2026 to December 31, 2026:

- (1) **Bach Associates, P.C.**, in an amount not to exceed \$100,000;
- (2) **Bryson & Yates Consulting Engineers, LLC**, in an amount not to exceed \$500,000;
- (3) **CME Associates**, in an amount not to exceed \$100,000;
- (4) **Colliers Engineering & Design, Inc.**, in an amount not to exceed \$100,000;
- (5) **French & Parrello Associates**, in an amount not to exceed \$250,000;
- (6) **Pennoni & Associates, Inc.**, in an amount not to exceed \$500,000; and,
- (7) **Remington & Vernick Engineers**, in an amount not to exceed \$750,000.

**BE IT FURTHER RESOLVED** that a brief notice shall be published once in the South Jersey Times pursuant to the requirements of the Local Public Contracts Law stating the nature, duration, service, and amount of the contracts, and stating that a copy of this Resolution and the contracts are on file and available for public inspection in the Office of the Clerk of the Board of Gloucester County.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

**ATTEST:**

**FRANK J. DIMARCO, DIRECTOR**

**LAURIE J. BURNS,  
CLERK OF THE BOARD**

**CONTRACT FOR PROFESSIONAL SERVICES  
BETWEEN  
COUNTY OF GLOUCESTER  
AND  
BACH ASSOCIATES, P.C.**

**THIS CONTRACT** is effective this 2<sup>nd</sup> day of **January, 2026**, by and between the **COUNTY OF GLOUCESTER**, a body politic and corporate of the State of New Jersey, with administrative offices at 2 South Broad Street, Woodbury, New Jersey, 08096, hereinafter referred to as "**County**", and **BACH ASSOCIATES**, with an address of 304 White Horse Pike, Haddon Heights, NJ 08035, hereinafter referred to as "**Contractor**".

**RECITALS**

**WHEREAS**, the County has a need for professional engineering services for various projects throughout the County on an as-needed basis, relative to project management, construction inspection, environmental services and/or other unspecified projects, and requested proposals via **RFP-26-010** to establish qualified engineering firms regarding said services; and

**WHEREAS**, Contractor represents that it is qualified to perform the required services, and desires to so perform pursuant to the terms and provisions of this Contract.

**WHEREAS**, this Contract is awarded pursuant to, and consistent with, the County's Fair and Open Procurement Process and the terms and provisions of N.J.S.A. 19:44A-20.4; and

**NOW, THEREFORE**, in consideration of the mutual promises, agreements, and other considerations made by and between the parties, the County and the Contractor do hereby agree as follows:

**TERMS OF AGREEMENT**

1. **TERM OF SERVICES**. This contract shall be effective for term of one (1) year, commencing January 1, 2026 and terminating on December, 31, 2026.

2. **COMPENSATION**. Contractor shall be compensated in an amount not to exceed \$100,000.00 for the duration of this contract, at hourly prices as set forth in Contractor's proposal dated December 11, 2025, attached hereto as Exhibit A.

Contractor shall be paid in accordance with this Contract document upon receipt of an invoice and a properly executed voucher. After approval by the County, the payment voucher shall be placed in line for prompt payment.

Each invoice shall contain an itemized, detailed description of all work performed during the billing period. Failure to provide sufficient specificity shall be cause for rejection of the invoice until the necessary details are provided.

It is also agreed and understood that the acceptance of the final payment by Contractor shall be considered a release in full of all claims against the County arising out of, or by reason of, the work done and materials furnished under this Contract.

**3. DUTIES OF CONTRACTOR.** The specific duties of the Contractor shall be for professional engineering services for various projects throughout the County on an as-needed basis, relative to project management, construction inspection, environmental services and/or other unspecified projects, as per **RFP-26-010**, and as set forth in Contractor's proposal dated December 11, 2025, which is incorporated herein as Exhibit A and made a part of this Contract.

**4. FURTHER OBLIGATIONS OF THE PARTIES.** During the performance of this Contract, the Contractor agrees as follows:

a. The Contractor will not discriminate against any employee or applicant for employment, and will ensure that equal employment opportunity is afforded to all applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality, sex, veteran status or military service. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

b. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

c. The Contractor will send to each labor union with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the Contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

d. The Contractor, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

e. The Contractor agrees to make good faith efforts to meet targeted County employment goals established in accordance with N.J.A.C. 17:27-5.2.

**5. LICENSING.** If the Contractor, or any of its subcontractors, is required to maintain a license in order to perform the services which are the subject of this Contract, then prior to the effective date of this Contract, and as a condition precedent to its taking effect, Contractor shall provide to the County a copy of all current licenses to operate in the State of New Jersey, which

license shall be in good standing and shall not be subject to any current action to revoke or suspend, and shall remain so throughout the term of this Contract.

Contractor shall notify the County immediately in the event of suspension, revocation or any change in status (or in the event of the initiation of any action to accomplish such suspension, revocation and/or change in status) of license or certification held by Contractor, or its agents and/or subcontractors.

**6. TERMINATION.** This Contract may be terminated as follows:

a. Pursuant to the termination provisions set forth in the Bid Specifications or in the Request for Proposals, if any, as the case may be, which are specifically referred to and incorporated herein by reference.

b. If Contractor is required to be licensed in order to perform the services which are the subject of this Contract, then this Contract may be terminated by County in the event that the appropriate governmental entity with jurisdiction has instituted an action to have the Contractor's license suspended, or in the event that such entity has revoked or suspended said license. Notice of termination pursuant to this subparagraph shall be effective immediately upon the giving of said notice.

c. If, through any cause, the Contractor shall fail to fulfill in timely and proper manner his obligations under this Contract, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Contract, the County shall thereupon have the right to terminate this Contract by giving written notice to the Contractor of such termination and specifying the effective date thereof. In such event, all finished or unfinished documents, data, studies, and reports prepared by the Contractor under this Contract, shall be forthwith delivered to the County.

d. The County may terminate this Contract for public convenience at any time by a notice in writing from the County to the Contractor. If the Contract is terminated by the County as provided herein, the Contractor will be paid for the services rendered to the time of termination.

e. Notwithstanding the above, the Contractor shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of the Contract by the Contractor, and the County may withhold any payments to the Contractor for the purpose of set off until such time as the exact amount of damages due the County from the Contractor is determined.

f. Termination shall not affect the validity of the indemnification provisions of this Contract, nor prevent the County from pursuing any other relief or damages to which it may be entitled, either at law or in equity.



**7. NO ASSIGNMENT OR SUBCONTRACT.** This Contract may not be assigned, nor subcontracted by the Contractor, except as otherwise agreed in writing by both parties. Any attempted assignment or subcontract without such written consent shall be void with respect to the County, and no obligation on the County's part to such subcontractor or assignee shall arise, unless the County shall elect to accept, and consent to, such assignment or subcontract.

**8. INDEMNIFICATION.** For claims other than those arising out of the Contractor's professional services, the Contractor or subcontractor, where applicable, shall be responsible for, shall keep, save and hold the County harmless from, and shall indemnify the County against, any claim, loss, liability, expense (specifically including but not limited to costs, counsel fees and/or experts' fees), or damage resulting from all mental or physical injuries or disability, including death, to employees or recipients of the Contractor's services or to any other persons, or from any damage to any property sustained in connection with this contract which results from any negligent acts or omissions of any of its officers, directors, employees, agents, servants, or independent contractors, or from the Contractor's failure to provide for the safety and protection of its employees, or from Contractor's performance or failure to perform pursuant to the terms and provisions of this Contract, whether or not due to negligence, fault, or default of the Contractor. The Contractor's liability under this Contract shall continue after the termination of this Contract with respect to any liability, loss, expense or damage resulting from acts occurring prior to termination for claims arising out of Contractor's professional services. Contractor will indemnify and hold harmless indemnities from and against any and all claims to the extent caused by the negligent performance or non-performance of services under this Agreement by Contractor, its employees, agents, or subconsultants, either as a sole or contributory clause.

**9. INSURANCE.** Contractor shall, if applicable to the services to be provided, maintain general liability, automobile liability, business operations, builders and Workers' Compensation insurance in amounts and with companies deemed satisfactory by the County. Said policies shall be in compliance with any applicable requirements of the State of New Jersey and of the United States. Contractor shall, simultaneously with the execution of this Contract, deliver certifications of said insurance to County, naming the County as an additional insured.

If Contractor is a member of a profession which is subject to suit for professional malpractice, then Contractor shall maintain and continue in full force and effect, an insurance policy for professional liability/malpractice with limits of liability acceptable to the County. Contractor shall, simultaneously with the execution of this Contract, and as a condition precedent to its taking effect, provide to County a copy of a certificate of insurance, verifying that said insurance is and will be in effect during the term of this Contract.

The County shall review the certificate for sufficiency and compliance with this paragraph and approval of said certificate and policy shall be necessary prior to this Contract taking effect. Contractor also hereby agrees to continue said policy in force and effect for the period of the applicable statute of limitations following the termination of this Contract, and shall provide the County with copies of certificates of insurance as the certificates may be renewed during that period of time.



10. **SET-OFF.** Should Contractor either refuse or neglect to perform the services which Contractor is required to perform in accordance with the terms of this Contract, and if expense is incurred by County by reason of Contractor's failure to perform, then and in that event, such expenses shall be deducted from any payment due to Contractor. Exercise of such set-off shall not operate to prevent County from pursuing any other remedy to which it may be entitled.

11. **PREVENTION OF PERFORMANCE BY COUNTY.** In the event that the County is prevented from performing this Contract by circumstances beyond its control, then any obligations owing by the County to the Contractor shall be suspended without liability for the period during which the County is so prevented.

12. **NON-WAIVER.** The failure by the County to enforce any particular provision of this Contract, or to act upon a breach of this Contract by Contractor, shall not operate as or be construed as a waiver of any subsequent breach, nor a bar to any subsequent enforcement.

13. **PARTIAL INVALIDITY.** In the event that any provisions of this Contract shall be, or become, invalid under any law or applicable regulation, such invalidity shall not affect the validity or enforceability of any other provisions of this Contract.

14. **NOTICES.** Notices required by this Contract shall be effective upon mailing of notice by regular and certified mail to the addresses set forth above, or by personal service, or if such notice cannot be delivered or personally served, then by any procedure for notice pursuant to the Rules of Court of the State of New Jersey.

15. **GOVERNING LAW, JURISDICTION AND VENUE.** This Contract and all questions relating to its validity, interpretation, performance or enforcement shall be governed by and construed in accordance with the laws of the State of New Jersey. The parties each irrevocably agree that any dispute arising under, relating to, or in connection with, directly or indirectly, this agreement or related to any matter which is the subject of or incidental to this agreement (whether or not such claim is based upon breach of contract or tort) shall be subject to the exclusive jurisdiction and venue of the state and/or federal courts located in Gloucester County, New Jersey or the United States District Court, District of New Jersey, Camden, New Jersey. This provision is intended to be a "mandatory" forum selection clause and governed by and interpreted consistent with New Jersey law and each waives any objection based on forum non-conveniens.

16. **INDEPENDENT CONTRACTOR STATUS.** The parties acknowledge that Contractor is an independent contractor, and is not an employee, or agent of the County.

17. **BINDING EFFECT.** This Contract shall be binding on the undersigned, and their successors and assigns.

18. **CONTRACT PARTS.** This Contract consists of this Contract document, **REF-026-010** issued by the County, and the Contractor's Proposal. Should there occur a conflict between this Contract or the Specifications, and Contractor's Proposal, then this Contract or the Specifications, as the case may be, shall prevail.

**THIS CONTRACT** is effective as of the day and year first above written.

**IN WITNESS WHEREOF**, the County has caused this instrument to be signed by its Director and attested by its Clerk, pursuant to a Resolution of the Board of County Commissioners passed for that purpose, and Contractor has caused this instrument to be signed by its properly authorized representative and its corporate seal affixed the day and year first above written.

**ATTEST:**

**COUNTY OF GLOUCESTER**

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**LAURIE J. BURNS,  
CLERK OF THE BOARD**

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**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

**BACH ASSOCIATES, P.C.**

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**STEVEN M. BACH, PE, RA, PP, CME  
PRESIDENT**

# **EXHIBIT A**

A. Cover Letter

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December 11, 2025

County of Gloucester  
Purchasing Department  
Two South Broad Street  
Woodbury, New Jersey 08096

Attn: Ms. Kimberly Larter, QPA

Re: Request for Proposal for Engineering, Project Management / Construction Inspection,  
Environmental Services and / or Other Unspecified Projects (RFP # 26-010)

Dear Ms. Larter

On behalf of the entire Bach Associates staff, I am pleased to enclose one (1) original and five (5) signed copies of our Request for Proposal for Engineering, Project Management / Construction Inspection, Environmental Services and / or Other Unspecified Projects.

Bach Associates has reviewed and fully understands the County of Gloucester's Request for Proposal for Engineering, Project Management / Construction Inspection, Environmental Services and / or Other Unspecified Projects

We welcome the opportunity to continue our service to the County of Gloucester and believe that Bach Associates' in house integration of engineers, planners, architects, surveyors, environmental scientists and inspectors provides for the depth of professional experience needed by the County of Gloucester in achieving project goals in a professional, timely, and cost effective manner.

We thank you for your consideration of Bach Associates. If there are any questions, comments, or if any additional information is required, please contact the undersigned at (856) 546-8611.

Very truly yours,  
BACH ASSOCIATES, PC



Steven M. Bach, PE, RA, PP, PLS, CME  
President



**BACH ASSOCIATES** proposes to provide professional services in accordance with the following rate schedule and invoicing procedures:

## **2026 RATE SCHEDULE**

### **BY PERSONNEL CLASSIFICATION**

<u>CLASSIFICATION</u>	<u>HOURLY RATE</u>
PRINCIPAL	\$ 170.00
DEPARTMENT HEAD	\$ 165.00
SENIOR PROJECT MANAGER	\$ 160.00
PROJECT MANAGER	\$ 150.00
SENIOR ENGINEER / ARCHITECT/PLANNER	\$ 145.00
ENGINEER/ARCHITECT/PLANNER	\$ 140.00
SENIOR CONSTRUCTION OBSERVER	\$ 135.00
CONSTRUCTION OBSERVER	\$ 125.00
SENIOR TECHNICIAN	\$ 135.00
TECHNICIAN	\$ 125.00
SURVEY PARTY CHIEF	\$ 135.00
SURVEY TECHNICIAN	\$ 120.00
TECHNICAL TYPIST	\$ 85.00
SECRETARY / CLERK	\$ 65.00

Charges for professional services rendered will be calculated on the total hours expended in each classification. Personnel classifications can be obtained upon request to the Administrative Manager. All time expended is considered on a portal basis. Overtime authorized by the client will be charged at 1.5 multiple of the standard rate.

**CONTRACT FOR PROFESSIONAL SERVICES  
BETWEEN  
COUNTY OF GLOUCESTER  
AND  
BRYSON & YATES CONSULTING ENGINEERS, LLC**

**THIS CONTRACT** is effective this 2<sup>nd</sup> day of **January, 2026**, by and between the **COUNTY OF GLOUCESTER**, a body politic and corporate of the State of New Jersey, with administrative offices at 2 South Broad Street, Woodbury, New Jersey, 08096, hereinafter referred to as “**County**”, and **BRYSON & YATES CONSULTING ENGINEERS, LLC** with an address of 307 Greentree Road, Sewell, NJ 08080, hereinafter referred to as “**Contractor**”.

**RECITALS**

**WHEREAS**, the County has a need for professional engineering services for various projects throughout the County on an as-needed basis, relative to project management, construction inspection, environmental services and/or other unspecified projects, and requested proposals via **RFP-26-010** to establish qualified engineering firms regarding said services; and

**WHEREAS**, Contractor represents that it is qualified to perform the required services, and desires to so perform pursuant to the terms and provisions of this Contract.

**WHEREAS**, this Contract is awarded pursuant to, and consistent with, the County’s Fair and Open Procurement Process and the terms and provisions of N.J.S.A. 19:44A-20.4; and

**NOW, THEREFORE**, in consideration of the mutual promises, agreements, and other considerations made by and between the parties, the County and the Contractor do hereby agree as follows:

**TERMS OF AGREEMENT**

1. **TERM OF SERVICES**. This contract shall be effective for term of one (1) year, commencing January 1, 2026 and terminating on December, 31, 2026.

2. **COMPENSATION**. Contractor shall be compensated in an amount not to exceed \$500,000.00 for the duration of this contract, at hourly prices as set forth in Contractor’s proposal dated December 12, 2025, attached hereto as Exhibit A.

Contractor shall be paid in accordance with this Contract document upon receipt of an invoice and a properly executed voucher. After approval by the County, the payment voucher shall be placed in line for prompt payment.

Each invoice shall contain an itemized, detailed description of all work performed during the billing period. Failure to provide sufficient specificity shall be cause for rejection of the invoice until the necessary details are provided.

It is also agreed and understood that the acceptance of the final payment by Contractor shall be considered a release in full of all claims against the County arising out of, or by reason of, the work done and materials furnished under this Contract.

**3. DUTIES OF CONTRACTOR.** The specific duties of the Contractor shall be for professional engineering services for various projects throughout the County on an as-needed basis, relative to project management, construction inspection, environmental services and/or other unspecified projects, as per **RFP-26-010**, and as set forth in Contractor's proposal dated December 12, 2025, which is incorporated herein as Exhibit A and made a part of this Contract.

**4. FURTHER OBLIGATIONS OF THE PARTIES.** During the performance of this Contract, the Contractor agrees as follows:

a. The Contractor will not discriminate against any employee or applicant for employment, and will ensure that equal employment opportunity is afforded to all applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality, sex, veteran status or military service. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

b. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

c. The Contractor will send to each labor union with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the Contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

d. The Contractor, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

e. The Contractor agrees to make good faith efforts to meet targeted County employment goals established in accordance with N.J.A.C. 17:27-5.2.

**5. LICENSING.** If the Contractor, or any of its subcontractors, is required to maintain a license in order to perform the services which are the subject of this Contract, then prior to the effective date of this Contract, and as a condition precedent to its taking effect, Contractor shall provide to the County a copy of all current licenses to operate in the State of New Jersey, which



license shall be in good standing and shall not be subject to any current action to revoke or suspend, and shall remain so throughout the term of this Contract.

Contractor shall notify the County immediately in the event of suspension, revocation or any change in status (or in the event of the initiation of any action to accomplish such suspension, revocation and/or change in status) of license or certification held by Contractor, or its agents and/or subcontractors.

**6. TERMINATION.** This Contract may be terminated as follows:

a. Pursuant to the termination provisions set forth in the Bid Specifications or in the Request for Proposals, if any, as the case may be, which are specifically referred to and incorporated herein by reference.

b. If Contractor is required to be licensed in order to perform the services which are the subject of this Contract, then this Contract may be terminated by County in the event that the appropriate governmental entity with jurisdiction has instituted an action to have the Contractor's license suspended, or in the event that such entity has revoked or suspended said license. Notice of termination pursuant to this subparagraph shall be effective immediately upon the giving of said notice.

c. If, through any cause, the Contractor shall fail to fulfill in timely and proper manner his obligations under this Contract, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Contract, the County shall thereupon have the right to terminate this Contract by giving written notice to the Contractor of such termination and specifying the effective date thereof. In such event, all finished or unfinished documents, data, studies, and reports prepared by the Contractor under this Contract, shall be forthwith delivered to the County.

d. The County may terminate this Contract for public convenience at any time by a notice in writing from the County to the Contractor. If the Contract is terminated by the County as provided herein, the Contractor will be paid for the services rendered to the time of termination.

e. Notwithstanding the above, the Contractor shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of the Contract by the Contractor, and the County may withhold any payments to the Contractor for the purpose of set off until such time as the exact amount of damages due the County from the Contractor is determined.

f. Termination shall not affect the validity of the indemnification provisions of this Contract, nor prevent the County from pursuing any other relief or damages to which it may be entitled, either at law or in equity.

**7. NO ASSIGNMENT OR SUBCONTRACT.** This Contract may not be assigned, nor subcontracted by the Contractor, except as otherwise agreed in writing by both parties. Any attempted assignment or subcontract without such written consent shall be void with respect to the County, and no obligation on the County's part to such subcontractor or assignee shall arise, unless the County shall elect to accept, and consent to, such assignment or subcontract.

**8. INDEMNIFICATION.** For claims other than those arising out of the Contractor's professional services, the Contractor or subcontractor, where applicable, shall be responsible for, shall keep, save and hold the County harmless from, and shall indemnify the County against, any claim, loss, liability, expense (specifically including but not limited to costs, counsel fees and/or experts' fees), or damage resulting from all mental or physical injuries or disability, including death, to employees or recipients of the Contractor's services or to any other persons, or from any damage to any property sustained in connection with this contract which results from any negligent acts or omissions of any of its officers, directors, employees, agents, servants, or independent contractors, or from the Contractor's failure to provide for the safety and protection of its employees, or from Contractor's performance or failure to perform pursuant to the terms and provisions of this Contract, whether or not due to negligence, fault, or default of the Contractor. The Contractor's liability under this Contract shall continue after the termination of this Contract with respect to any liability, loss, expense or damage resulting from acts occurring prior to termination for claims arising out of Contractor's professional services. Contractor will indemnify and hold harmless indemnitees from and against any and all claims to the extent caused by the negligent performance or non-performance of services under this Agreement by Contractor, its employees, agents, or subconsultants, either as a sole or contributory clause.

**9. INSURANCE.** Contractor shall, if applicable to the services to be provided, maintain general liability, automobile liability, business operations, builders and Workers' Compensation insurance in amounts and with companies deemed satisfactory by the County. Said policies shall be in compliance with any applicable requirements of the State of New Jersey and of the United States. Contractor shall, simultaneously with the execution of this Contract, deliver certifications of said insurance to County, naming the County as an additional insured.

If Contractor is a member of a profession which is subject to suit for professional malpractice, then Contractor shall maintain and continue in full force and effect, an insurance policy for professional liability/malpractice with limits of liability acceptable to the County. Contractor shall, simultaneously with the execution of this Contract, and as a condition precedent to its taking effect, provide to County a copy of a certificate of insurance, verifying that said insurance is and will be in effect during the term of this Contract.

The County shall review the certificate for sufficiency and compliance with this paragraph and approval of said certificate and policy shall be necessary prior to this Contract taking effect. Contractor also hereby agrees to continue said policy in force and effect for the period of the applicable statute of limitations following the termination of this Contract, and shall provide the County with copies of certificates of insurance as the certificates may be renewed during that period of time.

**10. SET-OFF.** Should Contractor either refuse or neglect to perform the services which Contractor is required to perform in accordance with the terms of this Contract, and if expense is incurred by County by reason of Contractor's failure to perform, then and in that event, such expenses shall be deducted from any payment due to Contractor. Exercise of such set-off shall not operate to prevent County from pursuing any other remedy to which it may be entitled.

**11. PREVENTION OF PERFORMANCE BY COUNTY.** In the event that the County is prevented from performing this Contract by circumstances beyond its control, then any obligations owing by the County to the Contractor shall be suspended without liability for the period during which the County is so prevented.

**12. NON-WAIVER.** The failure by the County to enforce any particular provision of this Contract, or to act upon a breach of this Contract by Contractor, shall not operate as or be construed as a waiver of any subsequent breach, nor a bar to any subsequent enforcement.

**13. PARTIAL INVALIDITY.** In the event that any provisions of this Contract shall be, or become, invalid under any law or applicable regulation, such invalidity shall not affect the validity or enforceability of any other provisions of this Contract.

**14. NOTICES.** Notices required by this Contract shall be effective upon mailing of notice by regular and certified mail to the addresses set forth above, or by personal service, or if such notice cannot be delivered or personally served, then by any procedure for notice pursuant to the Rules of Court of the State of New Jersey.

**15. GOVERNING LAW, JURISDICTION AND VENUE.** This Contract and all questions relating to its validity, interpretation, performance or enforcement shall be governed by and construed in accordance with the laws of the State of New Jersey. The parties each irrevocably agree that any dispute arising under, relating to, or in connection with, directly or indirectly, this agreement or related to any matter which is the subject of or incidental to this agreement (whether or not such claim is based upon breach of contract or tort) shall be subject to the exclusive jurisdiction and venue of the state and/or federal courts located in Gloucester County, New Jersey or the United States District Court, District of New Jersey, Camden, New Jersey. This provision is intended to be a "mandatory" forum selection clause and governed by and interpreted consistent with New Jersey law and each waives any objection based on forum non-conveniens.

**16. INDEPENDENT CONTRACTOR STATUS.** The parties acknowledge that Contractor is an independent contractor, and is not an employee, or agent of the County.

**17. BINDING EFFECT.** This Contract shall be binding on the undersigned, and their successors and assigns.

**18. CONTRACT PARTS.** This Contract consists of this Contract document, **RFP-26-010** issued by the County, and the Contractor's Proposal. Should there occur a conflict between this Contract or the Specifications, and Contractor's Proposal, then this Contract or the Specifications, as the case may be, shall prevail.

**THIS CONTRACT** is effective as of the day and year first above written.

**IN WITNESS WHEREOF**, the County has caused this instrument to be signed by its Director and attested by its Clerk, pursuant to a Resolution of the Board of County Commissioners passed for that purpose, and Contractor has caused this instrument to be signed by its properly authorized representative and its corporate seal affixed the day and year first above written.

**ATTEST:**

**COUNTY OF GLOUCESTER**

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**LAURIE J. BURNS,  
CLERK OF THE BOARD**

---

**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

**BRYSON & YATES CONSULTING  
ENGINEERS, LLC**

---

**By: JONATHAN A. BRYSON  
Title: PRESIDENT**

# **EXHIBIT A**



**BRYSON & YATES**

CONSULTING ENGINEERS, LLC

**QUALIFICATIONS  
FOR  
PROFESSIONAL  
SERVICES**

**County of Gloucester**

**Engineering, Project  
Management/Construction  
Inspection, Environmental  
Services and/or Other  
Unspecified Projects**

Office Location

307 Greentree Road  
Sewell, NJ 08080

Phone: 856-589-1400  
Fax: 856-582-7976

*Prepared By:*

Jonathan A. Bryson, President  
Due Date: December 12, 2025



# BRYSON & YATES

CONSULTING ENGINEERS, L.L.C.

## Fee Schedule for 2026

Job Classification	Hourly Fee Schedule
Senior Project Manager	\$190.00
Project Manager	\$180.00
Professional Engineer	\$190.00
Design Engineer	\$165.00
Designer	\$155.00
Environmental Scientist	\$180.00
Professional Planner	\$190.00
Senior Draftsman	\$135.00
Draftsman	\$130.00
Technician	\$125.00
Professional Land Surveyor	\$190.00
3 Man Field Crew	\$275.00
2 Man Field Crew	\$215.00
1 Man Field Crew	\$160.00
Party Chief	\$135.00
Surveyor	\$105.00
Inspection Coordinator	\$155.00
Senior Inspector	\$150.00
Inspector	\$140.00
Technical Writer	\$105.00
Clerical	\$95.00
Principal, Professional Engineer	\$215.00
Expert Testimony (Court Appearance)	\$410.00



In the event that outside consultants are to be contracted by **Bryson & Yates Consulting Engineers, LLC**, at the request of the client, then this firm shall administer, coordinate and be compensated for such performance at an hourly rate relative to the individual.

Relating to inspection services, when applicable, any inspection procedures that exceed eight (8) hours or are not during normal working hours of 7:30 am to 5:00 pm Monday through Friday, will be charged overtime at the rate of one and one-half times that period beyond the original eight (8) hours.

Print Cost:	Black Line Prints	-	\$1.00/S.F.
	Mylar	-	\$10.00/S.F.
	Copies	-	\$0.35 per copy
Mileage:		-	\$0.70 Mile
Tolls:		-	REIMBURSABLE

**CONTRACT FOR PROFESSIONAL SERVICES  
BETWEEN  
COUNTY OF GLOUCESTER  
AND  
CME ASSOCIATES**

**THIS CONTRACT** is effective this 2<sup>nd</sup> day of **January, 2026**, by and between the **COUNTY OF GLOUCESTER**, a body politic and corporate of the State of New Jersey, with administrative offices at 2 South Broad Street, Woodbury, New Jersey, 08096, hereinafter referred to as “**County**”, and **CME ASSOCIATES**, with an address of One Market Street, Suite 1F, Camden, NJ 08102, hereinafter referred to as “**Contractor**”.

**RECITALS**

**WHEREAS**, the County has a need for professional engineering services for various projects throughout the County on an as-needed basis, relative to project management, construction inspection, environmental services and/or other unspecified projects, and requested proposals via **RFP-26-010** to establish qualified engineering firms regarding said services; and

**WHEREAS**, Contractor represents that it is qualified to perform the required services, and desires to so perform pursuant to the terms and provisions of this Contract.

**WHEREAS**, this Contract is awarded pursuant to, and consistent with, the County’s Fair and Open Procurement Process and the terms and provisions of N.J.S.A. 19:44A-20.4; and

**NOW, THEREFORE**, in consideration of the mutual promises, agreements, and other considerations made by and between the parties, the County and the Contractor do hereby agree as follows:

**TERMS OF AGREEMENT**

**1. TERM OF SERVICES**. This contract shall be effective for term of one (1) year, commencing January 1, 2026 and terminating on December, 31, 2026.

**2. COMPENSATION**. Contractor shall be compensated in an amount not to exceed \$100,000.00 for the duration of this contract, at hourly prices as set forth in Contractor’s proposal dated December 12, 2025, attached hereto as Exhibit A.

Contractor shall be paid in accordance with this Contract document upon receipt of an invoice and a properly executed voucher. After approval by the County, the payment voucher shall be placed in line for prompt payment.

Each invoice shall contain an itemized, detailed description of all work performed during the billing period. Failure to provide sufficient specificity shall be cause for rejection of the invoice until the necessary details are provided.

It is also agreed and understood that the acceptance of the final payment by Contractor shall be considered a release in full of all claims against the County arising out of, or by reason of, the work done and materials furnished under this Contract.

**3. DUTIES OF CONTRACTOR.** The specific duties of the Contractor shall be for professional engineering services for various projects throughout the County on an as-needed basis, relative to project management, construction inspection, environmental services and/or other unspecified projects, as per **RFP-26-010**, and as set forth in Contractor's proposal dated December 12, 2025, which is incorporated herein as Exhibit A and made a part of this Contract.

**4. FURTHER OBLIGATIONS OF THE PARTIES.** During the performance of this Contract, the Contractor agrees as follows:

a. The Contractor will not discriminate against any employee or applicant for employment, and will ensure that equal employment opportunity is afforded to all applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality, sex, veteran status or military service. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

b. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

c. The Contractor will send to each labor union with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the Contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

d. The Contractor, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

e. The Contractor agrees to make good faith efforts to meet targeted County employment goals established in accordance with N.J.A.C. 17:27-5.2.

**5. LICENSING.** If the Contractor, or any of its subcontractors, is required to maintain a license in order to perform the services which are the subject of this Contract, then prior to the effective date of this Contract, and as a condition precedent to its taking effect, Contractor shall provide to the County a copy of all current licenses to operate in the State of New Jersey, which

license shall be in good standing and shall not be subject to any current action to revoke or suspend, and shall remain so throughout the term of this Contract.

Contractor shall notify the County immediately in the event of suspension, revocation or any change in status (or in the event of the initiation of any action to accomplish such suspension, revocation and/or change in status) of license or certification held by Contractor, or its agents and/or subcontractors.

**6. TERMINATION.** This Contract may be terminated as follows:

a. Pursuant to the termination provisions set forth in the Bid Specifications or in the Request for Proposals, if any, as the case may be, which are specifically referred to and incorporated herein by reference.

b. If Contractor is required to be licensed in order to perform the services which are the subject of this Contract, then this Contract may be terminated by County in the event that the appropriate governmental entity with jurisdiction has instituted an action to have the Contractor's license suspended, or in the event that such entity has revoked or suspended said license. Notice of termination pursuant to this subparagraph shall be effective immediately upon the giving of said notice.

c. If, through any cause, the Contractor shall fail to fulfill in timely and proper manner his obligations under this Contract, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Contract, the County shall thereupon have the right to terminate this Contract by giving written notice to the Contractor of such termination and specifying the effective date thereof. In such event, all finished or unfinished documents, data, studies, and reports prepared by the Contractor under this Contract, shall be forthwith delivered to the County.

d. The County may terminate this Contract for public convenience at any time by a notice in writing from the County to the Contractor. If the Contract is terminated by the County as provided herein, the Contractor will be paid for the services rendered to the time of termination.

e. Notwithstanding the above, the Contractor shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of the Contract by the Contractor, and the County may withhold any payments to the Contractor for the purpose of set off until such time as the exact amount of damages due the County from the Contractor is determined.

f. Termination shall not affect the validity of the indemnification provisions of this Contract, nor prevent the County from pursuing any other relief or damages to which it may be entitled, either at law or in equity.

**7. NO ASSIGNMENT OR SUBCONTRACT.** This Contract may not be assigned, nor subcontracted by the Contractor, except as otherwise agreed in writing by both parties. Any attempted assignment or subcontract without such written consent shall be void with respect to the County, and no obligation on the County's part to such subcontractor or assignee shall arise, unless the County shall elect to accept, and consent to, such assignment or subcontract.

**8. INDEMNIFICATION.** For claims other than those arising out of the Contractor's professional services, the Contractor or subcontractor, where applicable, shall be responsible for, shall keep, save and hold the County harmless from, and shall indemnify the County against, any claim, loss, liability, expense (specifically including but not limited to costs, counsel fees and/or experts' fees), or damage resulting from all mental or physical injuries or disability, including death, to employees or recipients of the Contractor's services or to any other persons, or from any damage to any property sustained in connection with this contract which results from any negligent acts or omissions of any of its officers, directors, employees, agents, servants, or independent contractors, or from the Contractor's failure to provide for the safety and protection of its employees, or from Contractor's performance or failure to perform pursuant to the terms and provisions of this Contract, whether or not due to negligence, fault, or default of the Contractor. The Contractor's liability under this Contract shall continue after the termination of this Contract with respect to any liability, loss, expense or damage resulting from acts occurring prior to termination for claims arising out of Contractor's professional services. Contractor will indemnify and hold harmless indemnities from and against any and all claims to the extent caused by the negligent performance or non-performance of services under this Agreement by Contractor, its employees, agents, or subconsultants, either as a sole or contributory clause.

**9. INSURANCE.** Contractor shall, if applicable to the services to be provided, maintain general liability, automobile liability, business operations, builders and Workers' Compensation insurance in amounts and with companies deemed satisfactory by the County. Said policies shall be in compliance with any applicable requirements of the State of New Jersey and of the United States. Contractor shall, simultaneously with the execution of this Contract, deliver certifications of said insurance to County, naming the County as an additional insured.

If Contractor is a member of a profession which is subject to suit for professional malpractice, then Contractor shall maintain and continue in full force and effect, an insurance policy for professional liability/malpractice with limits of liability acceptable to the County. Contractor shall, simultaneously with the execution of this Contract, and as a condition precedent to its taking effect, provide to County a copy of a certificate of insurance, verifying that said insurance is and will be in effect during the term of this Contract.

The County shall review the certificate for sufficiency and compliance with this paragraph and approval of said certificate and policy shall be necessary prior to this Contract taking effect. Contractor also hereby agrees to continue said policy in force and effect for the period of the applicable statute of limitations following the termination of this Contract, and shall provide the County with copies of certificates of insurance as the certificates may be renewed during that period of time.

10. **SET-OFF**. Should Contractor either refuse or neglect to perform the services which Contractor is required to perform in accordance with the terms of this Contract, and if expense is incurred by County by reason of Contractor's failure to perform, then and in that event, such expenses shall be deducted from any payment due to Contractor. Exercise of such set-off shall not operate to prevent County from pursuing any other remedy to which it may be entitled.

11. **PREVENTION OF PERFORMANCE BY COUNTY**. In the event that the County is prevented from performing this Contract by circumstances beyond its control, then any obligations owing by the County to the Contractor shall be suspended without liability for the period during which the County is so prevented.

12. **NON-WAIVER**. The failure by the County to enforce any particular provision of this Contract, or to act upon a breach of this Contract by Contractor, shall not operate as or be construed as a waiver of any subsequent breach, nor a bar to any subsequent enforcement.

13. **PARTIAL INVALIDITY**. In the event that any provisions of this Contract shall be, or become, invalid under any law or applicable regulation, such invalidity shall not affect the validity or enforceability of any other provisions of this Contract.

14. **NOTICES**. Notices required by this Contract shall be effective upon mailing of notice by regular and certified mail to the addresses set forth above, or by personal service, or if such notice cannot be delivered or personally served, then by any procedure for notice pursuant to the Rules of Court of the State of New Jersey.

15. **GOVERNING LAW, JURISDICTION AND VENUE**. This Contract and all questions relating to its validity, interpretation, performance or enforcement shall be governed by and construed in accordance with the laws of the State of New Jersey. The parties each irrevocably agree that any dispute arising under, relating to, or in connection with, directly or indirectly, this agreement or related to any matter which is the subject of or incidental to this agreement (whether or not such claim is based upon breach of contract or tort) shall be subject to the exclusive jurisdiction and venue of the state and/or federal courts located in Gloucester County, New Jersey or the United States District Court, District of New Jersey, Camden, New Jersey. This provision is intended to be a "mandatory" forum selection clause and governed by and interpreted consistent with New Jersey law and each waives any objection based on forum non-conveniens.

16. **INDEPENDENT CONTRACTOR STATUS**. The parties acknowledge that Contractor is an independent contractor, and is not an employee, or agent of the County.

17. **BINDING EFFECT**. This Contract shall be binding on the undersigned, and their successors and assigns.

18. **CONTRACT PARTS**. This Contract consists of this Contract document, **REF-026-010** issued by the County, and the Contractor's Proposal. Should there occur a conflict between this Contract or the Specifications, and Contractor's Proposal, then this Contract or the Specifications, as the case may be, shall prevail.

**THIS CONTRACT** is effective as of the day and year first above written.

**IN WITNESS WHEREOF**, the County has caused this instrument to be signed by its Director and attested by its Clerk, pursuant to a Resolution of the Board of County Commissioners passed for that purpose, and Contractor has caused this instrument to be signed by its properly authorized representative and its corporate seal affixed the day and year first above written.

**ATTEST:**

**COUNTY OF GLOUCESTER**

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**LAURIE J. BURNS,  
CLERK OF THE BOARD**

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**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

**CME ASSOCIATES**

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**GREGORY R. VALES, PE, PP, CME  
EXECUTIVE VICE PRESIDENT**



# **EXHIBIT A**



**Consulting & Municipal  
ENGINEERS**

One Market Street, Suite 1F  
Camden, NJ 08102  
732.410.2651 ☎  
www.cmeusa1.com ☎

December 12, 2025

Kim Larter, Qualified Purchasing Agent  
Purchasing Department  
County of Gloucester  
2 South Broad Street  
Woodbury, NJ 08096

**Re: Request for Proposals for Professional Engineering, Project Management/Construction  
Inspection, Environmental Services and/or Other Unspecified Projects – RFP # 26-010  
Gloucester County, New Jersey**

Dear Ms. Larter:

In response to your request for proposal, we wish to thank you for the opportunity to formally express our sincere desire to continue working with the County of Gloucester to provide professional services for the above referenced projects. CME Associates, over the course of the firm's forty-two-year history, has prided itself in our commitment to personal service and our ability to meet our clients' needs in an efficient and cost-effective manner. We possess the experience, staff, and qualifications to assist the County in meeting their engineering needs.

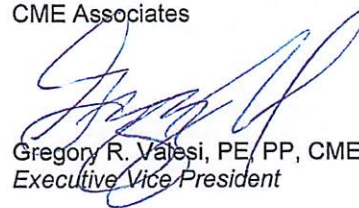
Our enclosed package contains an original and five (5) signed copies of the complete proposal which includes the Scope of Services, Qualifications of the Firm and Key Personnel, Similar Projects Experience, and Rate Schedule.

CME has nine offices in New Jersey (Parlin, Howell, East Brunswick, Berlin, Barnegat, Cape May Court House, Camden, Edison and New York). Our close proximity to the County will enable us to provide a high level of service, immediate response to emergencies, and coverage at all regular and special meetings.

If selected, I, Gregory R. Valesi, PE, PP, CME, ([gvalesi@cmeusa1.com](mailto:gvalesi@cmeusa1.com)) an Executive Vice President with the firm, will serve the County in their engineering needs. Edward D'Armiento, PE, CME, CFM ([edarmiento@cmeusa1.com](mailto:edarmiento@cmeusa1.com)) a Program Manager with the firm, will assist in providing these services. When necessary, we will be supported by a staff of over 400 including Professional Engineers, Land Surveyors, Certified Landscape Architects, GIS Technicians, Professional Planners, Environmentalists, Traffic Engineers and Technical Staff in the provision of the required services to the County.

Thank you again for considering our firm for this project. Should you have any questions, please do not hesitate to contact us. We would welcome the opportunity to interview with the County of Gloucester, if requested.

Very truly yours,  
CME Associates



Gregory R. Valesi, PE, PP, CME  
Executive Vice President

GRV/ja  
Enclosures



## Consulting & Municipal ENGINEERS

MUNICIPAL CONSULTING ENGINEERING SERVICES GENERAL CONDITIONS AND HOURLY RATE SCHEDULE TO JANUARY 1, 2022

<b>Engineering Services</b>		
Associate Engineer or Designer	\$157	per hour
Engineer or Senior Designer	\$166	per hour
Project Engineer or Senior Designer II	\$178	per hour
Associate Professional Engineer	\$185	per hour
Professional Engineer	\$201	per hour
Senior Professional Engineer, Principal Engineer, Or Project Leader	\$212	per hour
<b>Management Services</b>		
Project Manager	\$216	per hour
Program Manager	\$219	per hour
Senior Leadership	\$219	per hour
<b>Environmental Services</b>		
Environmental Tech	\$131	per hour
Associate Scientist / Staff Geologist	\$158	per hour
Scientist / Project Geologist	\$186	per hour
Lead Scientist / Senior Geologist	\$196	per hour
Senior Scientist	\$213	per hour
Associate Engineer, Environmental	\$175	per hour
Engineer, Environmental	\$191	per hour
Project Engineer, Environmental	\$196	per hour
Associate Professional Engineer, Environmental	\$201	per hour
Professional Engineer, Environmental	\$206	per hour
<b>Construction Services</b>		
Associate Construction Technician	\$105	per hour
Construction Technician	\$116	per hour
Senior Construction Technician	\$150	per hour
Construction Manager	\$168	per hour
Chief Construction Manager	\$189	per hour
<b>Survey Services</b>		
Survey Technician	\$122	per hour
Survey Manager	\$184	per hour
Professional Surveyor	\$203	per hour
Party Chief	\$165	per hour
<b>Support Services</b>		
Support Staff	\$117	per hour
Technical Staff	\$155	per hour
Licensed Tree Expert	\$167	per hour
<b>Planning &amp; Landscape Architecture Services</b>		
Planner	\$152	per hour
Senior Planner	\$183	per hour
Professional Planner	\$213	per hour
Principal Planner	\$215	per hour
Associate Landscape Designer	\$150	per hour
Landscape Architect	\$187	per hour
Professional Landscape Architect	\$206	per hour

MU26E

**CONTRACT FOR PROFESSIONAL SERVICES  
BETWEEN  
COUNTY OF GLOUCESTER  
AND  
COLLIERS ENGINEERING & DESIGN**

**THIS CONTRACT** is effective this 2<sup>nd</sup> day of **January, 2026**, by and between the **COUNTY OF GLOUCESTER**, a body politic and corporate of the State of New Jersey, with administrative offices at 2 South Broad Street, Woodbury, New Jersey, 08096, hereinafter referred to as “**County**”, and **COLLIERS ENGINEERING & DESIGN**, with an address of 2000 Midlantic Drive, Suite 100, Mount Laurel, NJ 08054, hereinafter referred to as “**Contractor**”.

**RECITALS**

**WHEREAS**, the County has a need for professional engineering services for various projects throughout the County on an as-needed basis, relative to project management, construction inspection, environmental services and/or other unspecified projects, and requested proposals via **RFP-26-010** to establish qualified engineering firms regarding said services; and

**WHEREAS**, Contractor represents that it is qualified to perform the required services, and desires to so perform pursuant to the terms and provisions of this Contract.

**WHEREAS**, this Contract is awarded pursuant to, and consistent with, the County’s Fair and Open Procurement Process and the terms and provisions of N.J.S.A. 19:44A-20.4; and

**NOW, THEREFORE**, in consideration of the mutual promises, agreements, and other considerations made by and between the parties, the County and the Contractor do hereby agree as follows:

**TERMS OF AGREEMENT**

1. **TERM OF SERVICES**. This contract shall be effective for term of one (1) year, commencing January 1, 2026 and terminating on December, 31, 2026.

2. **COMPENSATION**. Contractor shall be compensated in an amount not to exceed \$100,000.00 for the duration of this contract, at hourly prices as set forth in Contractor’s proposal dated December 12, 2025, attached hereto as Exhibit A.

Contractor shall be paid in accordance with this Contract document upon receipt of an invoice and a properly executed voucher. After approval by the County, the payment voucher shall be placed in line for prompt payment.

Each invoice shall contain an itemized, detailed description of all work performed during the billing period. Failure to provide sufficient specificity shall be cause for rejection of the invoice until the necessary details are provided.



It is also agreed and understood that the acceptance of the final payment by Contractor shall be considered a release in full of all claims against the County arising out of, or by reason of, the work done and materials furnished under this Contract.

**3. DUTIES OF CONTRACTOR.** The specific duties of the Contractor shall be for professional engineering services for various projects throughout the County on an as-needed basis, relative to project management, construction inspection, environmental services and/or other unspecified projects, as per **RFP-26-010**, and as set forth in Contractor's proposal dated December 12, 2025, which is incorporated herein as Exhibit A and made a part of this Contract.

**4. FURTHER OBLIGATIONS OF THE PARTIES.** During the performance of this Contract, the Contractor agrees as follows:

a. The Contractor will not discriminate against any employee or applicant for employment, and will ensure that equal employment opportunity is afforded to all applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality, sex, veteran status or military service. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

b. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

c. The Contractor will send to each labor union with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the Contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

d. The Contractor, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

e. The Contractor agrees to make good faith efforts to meet targeted County employment goals established in accordance with N.J.A.C. 17:27-5.2.

**5. LICENSING.** If the Contractor, or any of its subcontractors, is required to maintain a license in order to perform the services which are the subject of this Contract, then prior to the effective date of this Contract, and as a condition precedent to its taking effect, Contractor shall provide to the County a copy of all current licenses to operate in the State of New Jersey, which

license shall be in good standing and shall not be subject to any current action to revoke or suspend, and shall remain so throughout the term of this Contract.

Contractor shall notify the County immediately in the event of suspension, revocation or any change in status (or in the event of the initiation of any action to accomplish such suspension, revocation and/or change in status) of license or certification held by Contractor, or its agents and/or subcontractors.

**6. TERMINATION.** This Contract may be terminated as follows:

a. Pursuant to the termination provisions set forth in the Bid Specifications or in the Request for Proposals, if any, as the case may be, which are specifically referred to and incorporated herein by reference.

b. If Contractor is required to be licensed in order to perform the services which are the subject of this Contract, then this Contract may be terminated by County in the event that the appropriate governmental entity with jurisdiction has instituted an action to have the Contractor's license suspended, or in the event that such entity has revoked or suspended said license. Notice of termination pursuant to this subparagraph shall be effective immediately upon the giving of said notice.

c. If, through any cause, the Contractor shall fail to fulfill in timely and proper manner his obligations under this Contract, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Contract, the County shall thereupon have the right to terminate this Contract by giving written notice to the Contractor of such termination and specifying the effective date thereof. In such event, all finished or unfinished documents, data, studies, and reports prepared by the Contractor under this Contract, shall be forthwith delivered to the County.

d. The County may terminate this Contract for public convenience at any time by a notice in writing from the County to the Contractor. If the Contract is terminated by the County as provided herein, the Contractor will be paid for the services rendered to the time of termination.

e. Notwithstanding the above, the Contractor shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of the Contract by the Contractor, and the County may withhold any payments to the Contractor for the purpose of set off until such time as the exact amount of damages due the County from the Contractor is determined.

f. Termination shall not affect the validity of the indemnification provisions of this Contract, nor prevent the County from pursuing any other relief or damages to which it may be entitled, either at law or in equity.

**7. NO ASSIGNMENT OR SUBCONTRACT.** This Contract may not be assigned, nor subcontracted by the Contractor, except as otherwise agreed in writing by both parties. Any attempted assignment or subcontract without such written consent shall be void with respect to the County, and no obligation on the County's part to such subcontractor or assignee shall arise, unless the County shall elect to accept, and consent to, such assignment or subcontract.

**8. INDEMNIFICATION.** For claims other than those arising out of the Contractor's professional services, the Contractor or subcontractor, where applicable, shall be responsible for, shall keep, save and hold the County harmless from, and shall indemnify the County against, any claim, loss, liability, expense (specifically including but not limited to costs, counsel fees and/or experts' fees), or damage resulting from all mental or physical injuries or disability, including death, to employees or recipients of the Contractor's services or to any other persons, or from any damage to any property sustained in connection with this contract which results from any negligent acts or omissions of any of its officers, directors, employees, agents, servants, or independent contractors, or from the Contractor's failure to provide for the safety and protection of its employees, or from Contractor's performance or failure to perform pursuant to the terms and provisions of this Contract, whether or not due to negligence, fault, or default of the Contractor. The Contractor's liability under this Contract shall continue after the termination of this Contract with respect to any liability, loss, expense or damage resulting from acts occurring prior to termination for claims arising out of Contractor's professional services. Contractor will indemnify and hold harmless indemnities from and against any and all claims to the extent caused by the negligent performance or non-performance of services under this Agreement by Contractor, its employees, agents, or subconsultants, either as a sole or contributory clause.

**9. INSURANCE.** Contractor shall, if applicable to the services to be provided, maintain general liability, automobile liability, business operations, builders and Workers' Compensation insurance in amounts and with companies deemed satisfactory by the County. Said policies shall be in compliance with any applicable requirements of the State of New Jersey and of the United States. Contractor shall, simultaneously with the execution of this Contract, deliver certifications of said insurance to County, naming the County as an additional insured.

If Contractor is a member of a profession which is subject to suit for professional malpractice, then Contractor shall maintain and continue in full force and effect, an insurance policy for professional liability/malpractice with limits of liability acceptable to the County. Contractor shall, simultaneously with the execution of this Contract, and as a condition precedent to its taking effect, provide to County a copy of a certificate of insurance, verifying that said insurance is and will be in effect during the term of this Contract.

The County shall review the certificate for sufficiency and compliance with this paragraph and approval of said certificate and policy shall be necessary prior to this Contract taking effect. Contractor also hereby agrees to continue said policy in force and effect for the period of the applicable statute of limitations following the termination of this Contract, and shall provide the County with copies of certificates of insurance as the certificates may be renewed during that period of time.



10. **SET-OFF.** Should Contractor either refuse or neglect to perform the services which Contractor is required to perform in accordance with the terms of this Contract, and if expense is incurred by County by reason of Contractor's failure to perform, then and in that event, such expenses shall be deducted from any payment due to Contractor. Exercise of such set-off shall not operate to prevent County from pursuing any other remedy to which it may be entitled.

11. **PREVENTION OF PERFORMANCE BY COUNTY.** In the event that the County is prevented from performing this Contract by circumstances beyond its control, then any obligations owing by the County to the Contractor shall be suspended without liability for the period during which the County is so prevented.

12. **NON-WAIVER.** The failure by the County to enforce any particular provision of this Contract, or to act upon a breach of this Contract by Contractor, shall not operate as or be construed as a waiver of any subsequent breach, nor a bar to any subsequent enforcement.

13. **PARTIAL INVALIDITY.** In the event that any provisions of this Contract shall be, or become, invalid under any law or applicable regulation, such invalidity shall not affect the validity or enforceability of any other provisions of this Contract.

14. **NOTICES.** Notices required by this Contract shall be effective upon mailing of notice by regular and certified mail to the addresses set forth above, or by personal service, or if such notice cannot be delivered or personally served, then by any procedure for notice pursuant to the Rules of Court of the State of New Jersey.

15. **GOVERNING LAW, JURISDICTION AND VENUE.** This Contract and all questions relating to its validity, interpretation, performance or enforcement shall be governed by and construed in accordance with the laws of the State of New Jersey. The parties each irrevocably agree that any dispute arising under, relating to, or in connection with, directly or indirectly, this agreement or related to any matter which is the subject of or incidental to this agreement (whether or not such claim is based upon breach of contract or tort) shall be subject to the exclusive jurisdiction and venue of the state and/or federal courts located in Gloucester County, New Jersey or the United States District Court, District of New Jersey, Camden, New Jersey. This provision is intended to be a "mandatory" forum selection clause and governed by and interpreted consistent with New Jersey law and each waives any objection based on forum non-conveniens.

16. **INDEPENDENT CONTRACTOR STATUS.** The parties acknowledge that Contractor is an independent contractor, and is not an employee, or agent of the County.

17. **BINDING EFFECT.** This Contract shall be binding on the undersigned, and their successors and assigns.

18. **CONTRACT PARTS.** This Contract consists of this Contract document, **REF-026-010** issued by the County, and the Contractor's Proposal. Should there occur a conflict between this Contract or the Specifications, and Contractor's Proposal, then this Contract or the Specifications, as the case may be, shall prevail.

**THIS CONTRACT** is effective as of the day and year first above written.

**IN WITNESS WHEREOF**, the County has caused this instrument to be signed by its Director and attested by its Clerk, pursuant to a Resolution of the Board of County Commissioners passed for that purpose, and Contractor has caused this instrument to be signed by its properly authorized representative and its corporate seal affixed the day and year first above written.

**ATTEST:**

**COUNTY OF GLOUCESTER**

---

**LAURIE J. BURNS,  
CLERK OF THE BOARD**

---

**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

**COLLIERS ENGINEERING  
& DESIGN**

---

**J. TIMOTHY KERNAN, PE, PP, CME  
REGIONAL MGR. AND PRINCIPAL**

# EXHIBIT A

10000 Midlantic Drive, Suite 300E  
Mount Laurel, New Jersey 08054  
Main: 856 797 0412



December 12, 2025

Ms. Kimberly Larter, QPA  
Purchasing Department  
County of Gloucester  
Two S. Broad Street  
Woodbury, NJ 08096

RE: RFP #26-010 – Request for Proposal for  
Engineering, Project Management/Construction Inspection, Environmental Services  
and/or Other Unspecified Projects  
Colliers Engineering & Design Proposal No. 25015668P

Dear Ms. Larter,

Colliers Engineering & Design, Inc. (CED) is an award-winning, multi-disciplined firm with a team of experienced professionals who have provided engineering and related consulting services to New Jersey municipalities, counties, and authorities since 1984. Our firm takes great pride in our work, and we are pleased to have the opportunity to submit our proposal for the above-referenced position.

CED provides services inclusive of Municipal Engineering, Stormwater Management, GIS/Asset Management, Planning, Grants & Funding, Construction Engineering & Inspection, Environmental, Survey, Landscape Architecture, Permitting, Water/Wastewater Engineering, Traffic & Transportation Engineering, Architecture, and Utilities/Energy. CED can provide unmatched expertise, technology, and methodology. Having all these services available to you under one umbrella ensures that every project will be met in the most efficient, safe, and cost-effective manner possible.

Paul Nolan, PE, CPWM, will serve as the Primary Engineer and Contact for this engagement and will be available to attend regularly scheduled and special meetings as required. In addition, he will have access to a readily available team of licensed professionals to assist as needed.

Thank you for your consideration. As you review our submittal, you will find our firm to possess the specific expertise and capabilities necessary to meet the needs and requirements of your municipality, and we look forward to working with you. If you have any questions or require further information, please feel free to contact me at 609 916 0562 or via email at [tim.kernan@collierseng.com](mailto:tim.kernan@collierseng.com).

Sincerely,

Colliers Engineering & Design, Inc.

A handwritten signature in blue ink, appearing to read "J. Timothy Kernan".

ORIGINAL

J. Timothy Kernan, PE, PP, CME  
Principal In Charge | Discipline Leader | Senior Principal





Engineering  
& Design

## Gloucester County, New Jersey

Rates are effective January 1, 2026, through December 31, 2026

### Technical Staff Rates

Billing Titles	Hourly Rates
Technical Director	215.00
Project Manager	210.00
Senior Project Specialist	205.00
Project Specialist	200.00
Technical Professional	195.00
Technical Specialist	190.00
Specialist	185.00
Senior Data Technician	180.00
Senior Technical Assistant	175.00
Technical Assistant	165.00
Data/Field Technician	145.00
Survey Crew – 1 Person w/Robotic Equipment	195.00
Additional Survey Crew Member	85.00
SUE Crew (designating) – 1 Person	160.00
Additional (designating) Member	85.00
SUE Crew (locating) – 2 Person	220.00
Additional (locating) Member	85.00
Expert Witness	425.00
Sr. LSRP (NJ Only)	330.00
LSRP (NJ Only)	290.00

### Reimbursable Expenses

General Expenses	Cost + 20%
Travel (Hotel, Airfare, Meals)	Cost + 20%
Sub-Consultants/Sub-Contractors	Cost + 20%
Plotting	4.70 / Each
Computer Mylars / Color Plots	100.00 / Each
Photocopies	0.20 / Each
Color Photocopies	2.20 / Each
Document Binding	4.50 / Each
Portable Media	100.00 / Each
Exhibit Lamination (24" x 36" or larger)	95.00 / Each
Primary Plan Set Submission Digital Signature	325.00 / Set
Additional Plan Set Submissions Digital Signature	100.00 / Set
Mileage Reimbursement*	0.70 / Per Mile

\*Mileage reimbursement subject to change based upon IRS standard mileage rate.

**CONTRACT FOR PROFESSIONAL SERVICES  
BETWEEN  
COUNTY OF GLOUCESTER  
AND  
FRENCH & PARRELLO ASSOCIATES**

**THIS CONTRACT** is effective this 2<sup>nd</sup> day of **January, 2026**, by and between the **COUNTY OF GLOUCESTER**, a body politic and corporate of the State of New Jersey, with administrative offices at 2 South Broad Street, Woodbury, New Jersey, 08096, hereinafter referred to as “**County**”, and **FRENCH & PARRELLO ASSOCIATES**, with an address of 2 Riverside Drive, Suite 503, Camden, NJ 08103, hereinafter referred to as “**Contractor**”.

**RECITALS**

**WHEREAS**, the County has a need for professional engineering services for various projects throughout the County on an as-needed basis, relative to project management, construction inspection, environmental services and/or other unspecified projects, and requested proposals via **RFP-26-010** to establish qualified engineering firms regarding said services; and

**WHEREAS**, Contractor represents that it is qualified to perform the required services, and desires to so perform pursuant to the terms and provisions of this Contract.

**WHEREAS**, this Contract is awarded pursuant to, and consistent with, the County’s Fair and Open Procurement Process and the terms and provisions of N.J.S.A. 19:44A-20.4; and

**NOW, THEREFORE**, in consideration of the mutual promises, agreements, and other considerations made by and between the parties, the County and the Contractor do hereby agree as follows:

**TERMS OF AGREEMENT**

**1. TERM OF SERVICES**. This contract shall be effective for term of one (1) year, commencing January 1, 2026 and terminating on December, 31, 2026.

**2. COMPENSATION**. Contractor shall be compensated in an amount not to exceed \$250,000.00 for the duration of this contract, at hourly prices as set forth in Contractor’s proposal dated December 12, 2025, attached hereto as Exhibit A.

Contractor shall be paid in accordance with this Contract document upon receipt of an invoice and a properly executed voucher. After approval by the County, the payment voucher shall be placed in line for prompt payment.

Each invoice shall contain an itemized, detailed description of all work performed during the billing period. Failure to provide sufficient specificity shall be cause for rejection of the invoice until the necessary details are provided.

It is also agreed and understood that the acceptance of the final payment by Contractor shall be considered a release in full of all claims against the County arising out of, or by reason of, the work done and materials furnished under this Contract.

**3. DUTIES OF CONTRACTOR.** The specific duties of the Contractor shall be for professional engineering services for various projects throughout the County on an as-needed basis, relative to project management, construction inspection, environmental services and/or other unspecified projects, as per **RFP-26-010**, and as set forth in Contractor's proposal dated December 12, 2025, which is incorporated herein as Exhibit A and made a part of this Contract.

**4. FURTHER OBLIGATIONS OF THE PARTIES.** During the performance of this Contract, the Contractor agrees as follows:

a. The Contractor will not discriminate against any employee or applicant for employment, and will ensure that equal employment opportunity is afforded to all applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality, sex, veteran status or military service. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

b. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

c. The Contractor will send to each labor union with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the Contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

d. The Contractor, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

e. The Contractor agrees to make good faith efforts to meet targeted County employment goals established in accordance with N.J.A.C. 17:27-5.2.

**5. LICENSING.** If the Contractor, or any of its subcontractors, is required to maintain a license in order to perform the services which are the subject of this Contract, then prior to the effective date of this Contract, and as a condition precedent to its taking effect, Contractor shall provide to the County a copy of all current licenses to operate in the State of New Jersey, which



license shall be in good standing and shall not be subject to any current action to revoke or suspend, and shall remain so throughout the term of this Contract.

Contractor shall notify the County immediately in the event of suspension, revocation or any change in status (or in the event of the initiation of any action to accomplish such suspension, revocation and/or change in status) of license or certification held by Contractor, or its agents and/or subcontractors.

**6. TERMINATION.** This Contract may be terminated as follows:

a. Pursuant to the termination provisions set forth in the Bid Specifications or in the Request for Proposals, if any, as the case may be, which are specifically referred to and incorporated herein by reference.

b. If Contractor is required to be licensed in order to perform the services which are the subject of this Contract, then this Contract may be terminated by County in the event that the appropriate governmental entity with jurisdiction has instituted an action to have the Contractor's license suspended, or in the event that such entity has revoked or suspended said license. Notice of termination pursuant to this subparagraph shall be effective immediately upon the giving of said notice.

c. If, through any cause, the Contractor shall fail to fulfill in timely and proper manner his obligations under this Contract, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Contract, the County shall thereupon have the right to terminate this Contract by giving written notice to the Contractor of such termination and specifying the effective date thereof. In such event, all finished or unfinished documents, data, studies, and reports prepared by the Contractor under this Contract, shall be forthwith delivered to the County.

d. The County may terminate this Contract for public convenience at any time by a notice in writing from the County to the Contractor. If the Contract is terminated by the County as provided herein, the Contractor will be paid for the services rendered to the time of termination.

e. Notwithstanding the above, the Contractor shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of the Contract by the Contractor, and the County may withhold any payments to the Contractor for the purpose of set off until such time as the exact amount of damages due the County from the Contractor is determined.

f. Termination shall not affect the validity of the indemnification provisions of this Contract, nor prevent the County from pursuing any other relief or damages to which it may be entitled, either at law or in equity.

7. **NO ASSIGNMENT OR SUBCONTRACT.** This Contract may not be assigned, nor subcontracted by the Contractor, except as otherwise agreed in writing by both parties. Any attempted assignment or subcontract without such written consent shall be void with respect to the County, and no obligation on the County's part to such subcontractor or assignee shall arise, unless the County shall elect to accept, and consent to, such assignment or subcontract.

8. **INDEMNIFICATION.** For claims other than those arising out of the Contractor's professional services, the Contractor or subcontractor, where applicable, shall be responsible for, shall keep, save and hold the County harmless from, and shall indemnify the County against, any claim, loss, liability, expense (specifically including but not limited to costs, counsel fees and/or experts' fees), or damage resulting from all mental or physical injuries or disability, including death, to employees or recipients of the Contractor's services or to any other persons, or from any damage to any property sustained in connection with this contract which results from any negligent acts of any of its officers, directors, employees, agents, servants, or independent contractors, or from the Contractor's failure to provide for the safety and protection of its employees, or from Contractor's performance or failure to perform pursuant to the terms and provisions of this Contract, whether or not due to negligence, fault, or default of the Contractor. The Contractor's liability under this Contract shall continue after the termination of this Contract with respect to any liability, loss, expense or damage resulting from acts occurring prior to termination.

9. **INSURANCE.** Contractor shall, if applicable to the services to be provided, maintain general liability, automobile liability, business operations, builders and Workers' Compensation insurance in amounts and with companies deemed satisfactory by the County. Said policies shall be in compliance with any applicable requirements of the State of New Jersey and of the United States. Contractor shall, simultaneously with the execution of this Contract, deliver certifications of said insurance to County, naming the County as an additional insured.

If Contractor is a member of a profession which is subject to suit for professional malpractice, then Contractor shall maintain and continue in full force and effect, an insurance policy for professional liability/malpractice with limits of liability acceptable to the County. Contractor shall, simultaneously with the execution of this Contract, and as a condition precedent to its taking effect, provide to County a copy of a certificate of insurance, verifying that said insurance is and will be in effect during the term of this Contract.

The County shall review the certificate for sufficiency and compliance with this paragraph and approval of said certificate and policy shall be necessary prior to this Contract taking effect. Contractor also hereby agrees to continue said policy in force and effect for the period of the applicable statute of limitations following the termination of this Contract, and shall provide the County with copies of certificates of insurance as the certificates may be renewed during that period of time.

10. **SET-OFF.** Should Contractor either refuse or neglect to perform the services which Contractor is required to perform in accordance with the terms of this Contract, and if expense is incurred by County by reason of Contractor's failure to perform, then and in that event, such

expenses shall be deducted from any payment due to Contractor. Exercise of such set-off shall not operate to prevent County from pursuing any other remedy to which it may be entitled.

**11. PREVENTION OF PERFORMANCE BY COUNTY.** In the event that the County is prevented from performing this Contract by circumstances beyond its control, then any obligations owing by the County to the Contractor shall be suspended without liability for the period during which the County is so prevented.

**12. NON-WAIVER.** The failure by the County to enforce any particular provision of this Contract, or to act upon a breach of this Contract by Contractor, shall not operate as or be construed as a waiver of any subsequent breach, nor a bar to any subsequent enforcement.

**13. PARTIAL INVALIDITY.** In the event that any provisions of this Contract shall be, or become, invalid under any law or applicable regulation, such invalidity shall not affect the validity or enforceability of any other provisions of this Contract.

**14. NOTICES.** Notices required by this Contract shall be effective upon mailing of notice by regular and certified mail to the addresses set forth above, or by personal service, or if such notice cannot be delivered or personally served, then by any procedure for notice pursuant to the Rules of Court of the State of New Jersey.

**15. GOVERNING LAW, JURISDICTION AND VENUE.** This Contract and all questions relating to its validity, interpretation, performance or enforcement shall be governed by and construed in accordance with the laws of the State of New Jersey. The parties each irrevocably agree that any dispute arising under, relating to, or in connection with, directly or indirectly, this agreement or related to any matter which is the subject of or incidental to this agreement (whether or not such claim is based upon breach of contract or tort) shall be subject to the exclusive jurisdiction and venue of the state and/or federal courts located in Gloucester County, New Jersey or the United States District Court, District of New Jersey, Camden, New Jersey. This provision is intended to be a "mandatory" forum selection clause and governed by and interpreted consistent with New Jersey law and each waives any objection based on forum non-conveniens.

**16. INDEPENDENT CONTRACTOR STATUS.** The parties acknowledge that Contractor is an independent contractor, and is not an employee, or agent of the County.

**17. BINDING EFFECT.** This Contract shall be binding on the undersigned, and their successors and assigns.

**18. CONTRACT PARTS.** This Contract consists of this Contract document, **REF-026-010** issued by the County, and the Contractor's Proposal. Should there occur a conflict between this Contract or the Specifications, and Contractor's Proposal, then this Contract or the Specifications, as the case may be, shall prevail.

**THIS CONTRACT** is effective as of the day and year first above written.

**IN WITNESS WHEREOF**, the County has caused this instrument to be signed by its Director and attested by its Clerk, pursuant to a Resolution of the Board of County Commissioners passed for that purpose, and Contractor has caused this instrument to be signed by its properly authorized representative and its corporate seal affixed the day and year first above written.

**ATTEST:**

**COUNTY OF GLOUCESTER**

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**LAURIE J. BURNS,  
CLERK OF THE BOARD**

---

**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

**FRENCH & PARRELLO  
ASSOCIATES**

---

**MATTHEW KEARNEY, PE  
V.P. & REGIONAL MANAGER**

# EXHIBIT A



2 Riverside Drive, Suite 503  
Camden, New Jersey 08103  
T: 609.862.1582  
F: 732.312.9801  
fpaengineers.com

December 12, 2025

Kimberly Larter, QPA  
Purchasing Department  
County of Gloucester  
Two South Broad Street  
Woodbury, NJ 08096

Re: Proposal for Engineering, Construction Inspection &  
Environmental Services and/or Other Unspecified Projects  
RFP # 26-010  
FPA No. 11835.T10

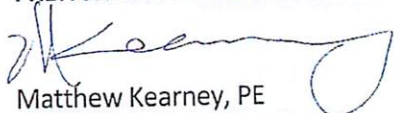
Dear Mrs. Larter:

French & Parrello Associates (FPA), a New Jersey Corporation, is pleased to submit one original and five copies of the above referenced proposal. We are confident that you will find our firm's experience and assigned personnel a perfect fit to provide the services included in the RFP, including Engineering, Project Management, Construction Inspection, Environmental Services, LSRP, Wetland Delineation, Site Plan Design, and Soil Conservation Permitting Services.

FPA has assembled a team of highly qualified professionals, each highly respected and available to proceed with work on this contract at the County's request. It is our objective to successfully provide the County with a quality work product that will meet the goals and project schedule as outlined in the Request for Proposal.

FPA has over 50 years of experience as a multi-discipline engineering firm. Over the past five decades, our commitment to our clients' needs, cost containment and quality control has been our primary goal. We thank you for this opportunity and look forward to providing consultation to Gloucester County.

Respectfully submitted,  
FRENCH & PARRELLO ASSOCIATES



Matthew Kearney, PE  
Vice President & Regional Manager





## 2026 Schedule of Fees

Senior Project Consultant .....	\$230.00/hr.
Project Consultant.....	\$225.00/hr.
Senior Project Manager .....	\$220.00/hr.
Project Manager.....	\$205.00/hr.
Senior Engineer .....	\$185.00/hr.
Project Engineer .....	\$165.00/hr.
Senior Staff Engineer.....	\$140.00/hr.
Staff Engineer .....	\$130.00/hr.
Licensed Site Remediation Professional (LSRP) .....	\$185.00/hr.
Professional Geologist .....	\$175.00/hr.
Senior Environmental Specialist.....	\$160.00/hr.
Project Scientist.....	\$155.00/hr.
Environmental Engineer .....	\$130.00/hr.
Environmental Scientist.....	\$125.00/hr.
Environmental Technician .....	\$100.00/hr.
Senior Licensed Landscape Architect.....	\$205.00/hr.
Licensed Landscape Architect .....	\$180.00/hr.
Landscape Designer .....	\$130.00/hr.
Professional Planner .....	\$160.00/hr.
Professional Land Surveyor .....	\$200.00/hr.
Senior Designer .....	\$160.00/hr.
Designer.....	\$140.00/hr.
Senior Drafter .....	\$125.00/hr.
Drafter .....	\$115.00/hr.
Technical Coordinator.....	\$105.00/hr.
Survey Party Chief.....	\$155.00/hr.
Senior Survey Technician.....	\$140.00/hr.
Survey Technician .....	\$120.00/hr.
Survey Field Crew (two person) .....	\$270.00/hr.
Survey Field Crew Robotic (1 person) .....	\$225.00/hr.
Lab Supervisor .....	\$135.00/hr.
Resident Engineer .....	\$145.00/hr.
Senior Field Representative.....	\$130.00/hr.
Field Representative .....	\$115.00/hr.
Field Technician.....	\$110.00/hr.
Staff Professional .....	\$80.00/hr.
Technical Assistant.....	\$90.00/hr.
Administrative Services.....	\$75.00/hr.





## 2026 Miscellaneous Reimbursable Expenses

### Miscellaneous Office Services

Mileage (Employee Travel Time will be Invoiced at the Individuals Hourly Rate, Door-To-Door)	\$0.70 / mile
Certified Mailing/Return Receipt	\$8.95 + postage / piece
Express Delivery Service (Federal Express, etc.)	Calculations per weight / piece
USPS Package Mailing (Plans/Reports)	Postage + 15% / piece

### Plotting and Graphic Services

Bond	\$0.20 / sf
Vellum	\$0.35 / sf
Color	\$0.75 / sf
Mylar	\$0.70 / sf
Presentation Board -24" x 36"	\$10.00 / board
Presentation Board -30" x 42"	\$20.00 / board
CD or DVD	\$1.00 / Disk

**CONTRACT FOR PROFESSIONAL SERVICES  
BETWEEN  
COUNTY OF GLOUCESTER  
AND  
PENNONI & ASSOCIATES, INC.**

**THIS CONTRACT** is effective this **2nd** day of **January, 2026**, by and between the **COUNTY OF GLOUCESTER**, a body politic and corporate of the State of New Jersey, with administrative offices at 2 South Broad Street, Woodbury, New Jersey, 08096, hereinafter referred to as “**County**”, and **PENNONI & ASSOCIATES, INC.**, with an address of 515 Grove Street, Suite 1B, Haddon Heights, NJ 08035, hereinafter referred to as “**Contractor**”.

**RECITALS**

**WHEREAS**, the County has a need for professional engineering services for various projects throughout the County on an as-needed basis, relative to project management, construction inspection, environmental services and/or other unspecified projects, and requested proposals via **RFP-26-010** to establish qualified engineering firms regarding said services; and

**WHEREAS**, Contractor represents that it is qualified to perform the required services, and desires to so perform pursuant to the terms and provisions of this Contract.

**WHEREAS**, this Contract is awarded pursuant to, and consistent with, the County’s Fair and Open Procurement Process and the terms and provisions of N.J.S.A. 19:44A-20.4; and

**NOW, THEREFORE**, in consideration of the mutual promises, agreements, and other considerations made by and between the parties, the County and the Contractor do hereby agree as follows:

**TERMS OF AGREEMENT**

**1. TERM OF SERVICES.** This contract shall be effective for term of one (1) year, commencing January 1, 2026 and terminating on December, 31, 2026.

**2. COMPENSATION.** Contractor shall be compensated in an amount not to exceed \$500,000.00 for the duration of this contract, at hourly prices as set forth in Contractor’s proposal dated December 12, 2025, attached hereto as Exhibit A.

Contractor shall be paid in accordance with this Contract document upon receipt of an invoice and a properly executed voucher. After approval by the County, the payment voucher shall be placed in line for prompt payment.

Each invoice shall contain an itemized, detailed description of all work performed during the billing period. Failure to provide sufficient specificity shall be cause for rejection of the invoice until the necessary details are provided.

It is also agreed and understood that the acceptance of the final payment by Contractor shall be considered a release in full of all claims against the County arising out of, or by reason of, the work done and materials furnished under this Contract.

**3. DUTIES OF CONTRACTOR.** The specific duties of the Contractor shall be for professional engineering services for various projects throughout the County on an as-needed basis, relative to project management, construction inspection, environmental services and/or other unspecified projects, as per **RFP-26-010**, and as set forth in Contractor's proposal dated December 12, 2025, which is incorporated herein as Exhibit A and made a part of this Contract.

**4. FURTHER OBLIGATIONS OF THE PARTIES.** During the performance of this Contract, the Contractor agrees as follows:

a. The Contractor will not discriminate against any employee or applicant for employment, and will ensure that equal employment opportunity is afforded to all applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality, sex, veteran status or military service. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

b. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

c. The Contractor will send to each labor union with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the Contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

d. The Contractor, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

e. The Contractor agrees to make good faith efforts to meet targeted County employment goals established in accordance with N.J.A.C. 17:27-5.2.

**5. LICENSING.** If the Contractor, or any of its subcontractors, is required to maintain a license in order to perform the services which are the subject of this Contract, then prior to the effective date of this Contract, and as a condition precedent to its taking effect, Contractor shall provide to the County a copy of all current licenses to operate in the State of New Jersey, which

license shall be in good standing and shall not be subject to any current action to revoke or suspend, and shall remain so throughout the term of this Contract.

Contractor shall notify the County immediately in the event of suspension, revocation or any change in status (or in the event of the initiation of any action to accomplish such suspension, revocation and/or change in status) of license or certification held by Contractor, or its agents and/or subcontractors.

**6. TERMINATION.** This Contract may be terminated as follows:

a. Pursuant to the termination provisions set forth in the Bid Specifications or in the Request for Proposals, if any, as the case may be, which are specifically referred to and incorporated herein by reference.

b. If Contractor is required to be licensed in order to perform the services which are the subject of this Contract, then this Contract may be terminated by County in the event that the appropriate governmental entity with jurisdiction has instituted an action to have the Contractor's license suspended, or in the event that such entity has revoked or suspended said license. Notice of termination pursuant to this subparagraph shall be effective immediately upon the giving of said notice.

c. If, through any cause, the Contractor shall fail to fulfill in timely and proper manner his obligations under this Contract, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Contract, the County shall thereupon have the right to terminate this Contract by giving written notice to the Contractor of such termination and specifying the effective date thereof. In such event, all finished or unfinished documents, data, studies, and reports prepared by the Contractor under this Contract, shall be forthwith delivered to the County.

d. The County may terminate this Contract for public convenience at any time by a notice in writing from the County to the Contractor. If the Contract is terminated by the County as provided herein, the Contractor will be paid for the services rendered to the time of termination.

e. Notwithstanding the above, the Contractor shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of the Contract by the Contractor, and the County may withhold any payments to the Contractor for the purpose of set off until such time as the exact amount of damages due the County from the Contractor is determined.

f. Termination shall not affect the validity of the indemnification provisions of this Contract, nor prevent the County from pursuing any other relief or damages to which it may be entitled, either at law or in equity.

**7. NO ASSIGNMENT OR SUBCONTRACT.** This Contract may not be assigned, nor subcontracted by the Contractor, except as otherwise agreed in writing by both parties. Any attempted assignment or subcontract without such written consent shall be void with respect to the County, and no obligation on the County's part to such subcontractor or assignee shall arise, unless the County shall elect to accept, and consent to, such assignment or subcontract.

**8. INDEMNIFICATION.** For claims other than those arising out of the Contractor's professional services, the Contractor or subcontractor, where applicable, shall be responsible for, shall keep, save and hold the County harmless from, and shall indemnify the County against, any claim, loss, liability, expense (specifically including but not limited to costs, counsel fees and/or experts' fees), or damage resulting from all mental or physical injuries or disability, including death, to employees or recipients of the Contractor's services or to any other persons, or from any damage to any property sustained in connection with this contract which results from any negligent acts or omissions of any of its officers, directors, employees, agents, servants, or independent contractors, or from the Contractor's failure to provide for the safety and protection of its employees, or from Contractor's performance or failure to perform pursuant to the terms and provisions of this Contract, whether or not due to negligence, fault, or default of the Contractor. The Contractor's liability under this Contract shall continue after the termination of this Contract with respect to any liability, loss, expense or damage resulting from acts occurring prior to termination for claims arising out of Contractor's professional services. Contractor will indemnify and hold harmless indemnities from and against any and all claims to the extent caused by the negligent performance or non-performance of services under this Agreement by Contractor, its employees, agents, or subconsultants, either as a sole or contributory clause.

**9. INSURANCE.** Contractor shall, if applicable to the services to be provided, maintain general liability, automobile liability, business operations, builders and Workers' Compensation insurance in amounts and with companies deemed satisfactory by the County. Said policies shall be in compliance with any applicable requirements of the State of New Jersey and of the United States. Contractor shall, simultaneously with the execution of this Contract, deliver certifications of said insurance to County, naming the County as an additional insured.

If Contractor is a member of a profession which is subject to suit for professional malpractice, then Contractor shall maintain and continue in full force and effect, an insurance policy for professional liability/malpractice with limits of liability acceptable to the County. Contractor shall, simultaneously with the execution of this Contract, and as a condition precedent to its taking effect, provide to County a copy of a certificate of insurance, verifying that said insurance is and will be in effect during the term of this Contract.

The County shall review the certificate for sufficiency and compliance with this paragraph and approval of said certificate and policy shall be necessary prior to this Contract taking effect. Contractor also hereby agrees to continue said policy in force and effect for the period of the applicable statute of limitations following the termination of this Contract, and shall provide the County with copies of certificates of insurance as the certificates may be renewed during that period of time.

10. **SET-OFF.** Should Contractor either refuse or neglect to perform the services which Contractor is required to perform in accordance with the terms of this Contract, and if expense is incurred by County by reason of Contractor's failure to perform, then and in that event, such expenses shall be deducted from any payment due to Contractor. Exercise of such set-off shall not operate to prevent County from pursuing any other remedy to which it may be entitled.

11. **PREVENTION OF PERFORMANCE BY COUNTY.** In the event that the County is prevented from performing this Contract by circumstances beyond its control, then any obligations owing by the County to the Contractor shall be suspended without liability for the period during which the County is so prevented.

12. **NON-WAIVER.** The failure by the County to enforce any particular provision of this Contract, or to act upon a breach of this Contract by Contractor, shall not operate as or be construed as a waiver of any subsequent breach, nor a bar to any subsequent enforcement.

13. **PARTIAL INVALIDITY.** In the event that any provisions of this Contract shall be, or become, invalid under any law or applicable regulation, such invalidity shall not affect the validity or enforceability of any other provisions of this Contract.

14. **NOTICES.** Notices required by this Contract shall be effective upon mailing of notice by regular and certified mail to the addresses set forth above, or by personal service, or if such notice cannot be delivered or personally served, then by any procedure for notice pursuant to the Rules of Court of the State of New Jersey.

15. **GOVERNING LAW, JURISDICTION AND VENUE.** This Contract and all questions relating to its validity, interpretation, performance or enforcement shall be governed by and construed in accordance with the laws of the State of New Jersey. The parties each irrevocably agree that any dispute arising under, relating to, or in connection with, directly or indirectly, this agreement or related to any matter which is the subject of or incidental to this agreement (whether or not such claim is based upon breach of contract or tort) shall be subject to the exclusive jurisdiction and venue of the state and/or federal courts located in Gloucester County, New Jersey or the United States District Court, District of New Jersey, Camden, New Jersey. This provision is intended to be a "mandatory" forum selection clause and governed by and interpreted consistent with New Jersey law and each waives any objection based on forum non-conveniens.

16. **INDEPENDENT CONTRACTOR STATUS.** The parties acknowledge that Contractor is an independent contractor, and is not an employee, or agent of the County.

17. **BINDING EFFECT.** This Contract shall be binding on the undersigned, and their successors and assigns.

18. **CONTRACT PARTS.** This Contract consists of this Contract document, **REF-026-010** issued by the County, and the Contractor's Proposal. Should there occur a conflict between this Contract or the Specifications, and Contractor's Proposal, then this Contract or the Specifications, as the case may be, shall prevail.

**THIS CONTRACT** is effective as of the day and year first above written.

**IN WITNESS WHEREOF**, the County has caused this instrument to be signed by its Director and attested by its Clerk, pursuant to a Resolution of the Board of County Commissioners passed for that purpose, and Contractor has caused this instrument to be signed by its properly authorized representative and its corporate seal affixed the day and year first above written.

**ATTEST:**

**COUNTY OF GLOUCESTER**

\_\_\_\_\_  
**LAURIE J. BURNS,**  
**CLERK OF THE BOARD**

\_\_\_\_\_  
**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

**PENNONI & ASSOCIATES, INC.**

\_\_\_\_\_  
**By:**  
**Title:**



# EXHIBIT A



December 12, 2025

GCEDX26001

**Gloucester County**  
**Attn: Kimberly Larter, QPA**  
Purchasing Department  
Two South Broad Street  
Woodbury, NJ 08096

**RE: Proposal for Engineering, Project Management/Construction Inspection, Environmental Services and/or Other Unspecified Projects**

Dear Ms. Larter:

**Pennoni's** complete staff of professionals is highly qualified to provide the wide range of services required by the **County of Gloucester** (County) and looks forward to assisting the County in continuing to be one of New Jersey's most outstanding agricultural, industrial, and residential areas. Our in-house design capabilities include wastewater and water supply systems, building demolition and related environmental services (LSRP), survey, roadways, drainage, dams, environmental engineering, structural, mechanical, and electrical engineering, parks and recreation facilities, construction inspection, and geographic information systems (GIS). We have an excellent reputation among our governmental clients **for solving problems as they arise while completing jobs on schedule and within budget.**

We serve a select group of counties and municipalities as their Utility or Municipal Engineer in Burlington, Camden, Cumberland, and Gloucester counties and are pre-qualified to provide engineering services directly to Atlantic, Burlington, Camden, Cumberland, and Gloucester counties. Our ability to provide multiple engineering disciplines has led to the successful completion of many complex municipal projects. As a multidisciplinary firm, our breadth of services includes civil/site, construction services, environmental, geotechnical, landscape architecture and planning, materials inspection and testing, MEP, structural, survey and geospatial, transportation, water resources, and water/wastewater.

With more than 59 years in business, Pennoni reaffirms our commitment to provide personalized service to our clients and to determine the solution that best suits your needs. Our firm uses the latest technology to meet your project requirements. With an Employee Stock Ownership Program (ESOP) in place, we dedicate ourselves daily to client service, to giving back to the community, and to nurturing the entrepreneurial spirit of our employee-owners. We have received numerous awards for our work as well as our corporate culture, including national rankings by the Zweig Group and Engineering News-Record.

Pennoni is well-suited to serve your needs as Engineer for the following reasons:

- Our Haddon Heights staff is readily available to meet your needs.
- We are familiar with federal and state grant and loan programs.
- We have more than 200 registered professionals in civil, mechanical, environmental, structural, architectural, and electrical engineering, as well as surveying and planning. We have the necessary breadth and depth to meet the County's needs.

Pennoni adheres strictly to the *Code of Practices* of the American Society of Civil Engineers and subscribes to the *Canons of Ethics* of the National Society of Professional Engineers. We are proud of the reputation we have developed and are committed to a high level of service and professionalism.

Sincerely,

**PENNONI ASSOCIATES INC.**

A handwritten signature in black ink, appearing to read "E. P. Guetens".

Edward P. Guetens  
Vice President

A handwritten signature in black ink, appearing to read "Beth-Ann M. Grasso".

Beth-Ann M. Grasso, PE, CME, CFM  
Project Manager



# Billing Rates

## HADDON HEIGHTS & CAMDEN OFFICES 2026 SCHEDULE OF FEES

Pennoni provides engineering consulting services to its clients in accordance with the terms and conditions of our contract. Pennoni's compensation will be based on the following schedule of fees and charges unless our contract specifies otherwise.

LABOR CATEGORY	RATES: \$/HOUR
Principal Professional.....	\$280
Senior Professional.....	\$245
Project Professional .....	\$225
Staff Professional .....	\$205
Associate Professional .....	\$190
Graduate Professional.....	\$160
Technician III .....	\$150
Technician II .....	\$140
Technician I .....	\$125
Survey Crew (2 person) .....	\$285
Survey Crew (1 person) .....	\$185
Senior Field Inspector/Technician .....	\$140
Field Inspector/Technician .....	\$120
Project Assistant.....	\$ 85

- ▶ Add 15% to above Survey Crew rates when OSHA 40-hour training required
- ▶ Technical Support/Expert Testimony Fee provided upon request
- ▶ 3 Person Survey Crew rates for roadwork provided upon request

"Professional" includes all disciplines (Engineer, Planner, Landscape Architect, Surveyor, Geologist, etc.)

### EXPENSES:

Pennoni does not bill for routine office management or accounting services; however, direct expense charges described below are subject to an additional administrative and handling fee as indicated:

- ▶ Subconsultant/Subcontractor services: cost plus 10%
- ▶ Project Related Travel and Living Expenses: cost plus 10%
- ▶ Field Equipment, Expendable Materials/Supplies and Outside Reproduction: cost plus 10%
- ▶ Passenger Vehicles: per IRS standard rate
- ▶ Field Vehicles: \$150.00/day
- ▶ Record Retrieval: \$1000.00/request plus reprographic charge



**CONTRACT FOR PROFESSIONAL SERVICES  
BETWEEN  
COUNTY OF GLOUCESTER  
AND  
REMINGTON & VERNICK ENGINEERS, INC.**

**THIS CONTRACT** is effective this **2nd** day of **January, 2026**, by and between the **COUNTY OF GLOUCESTER**, a body politic and corporate of the State of New Jersey, with administrative offices at 2 South Broad Street, Woodbury, New Jersey, 08096, hereinafter referred to as "**County**", and **REMINGTON & VERNICK ENGINEERS, INC.**, with an address of 2059 Springdale Road, Cherry Hill, NJ 08003, hereinafter referred to as "**Contractor**".

**RECITALS**

**WHEREAS**, the County has a need for professional engineering services for various projects throughout the County on an as-needed basis, relative to project management, construction inspection, environmental services and/or other unspecified projects, and requested proposals via **RFP-26-010** to establish qualified engineering firms regarding said services; and

**WHEREAS**, Contractor represents that it is qualified to perform the required services, and desires to so perform pursuant to the terms and provisions of this Contact.

**WHEREAS**, this Contract is awarded pursuant to, and consistent with, the County's Fair and Open Procurement Process and the terms and provisions of N.J.S.A. 19:44A-20.4; and

**NOW, THEREFORE**, in consideration of the mutual promises, agreements, and other considerations made by and between the parties, the County and the Contractor do hereby agree as follows:

**TERMS OF AGREEMENT**

1. **TERM OF SERVICES**. This contract shall be effective for term of one (1) year, commencing January 1, 2026 and terminating on December, 31, 2026.

2. **COMPENSATION**. Contractor shall be compensated in an amount not to exceed \$750,000.00 for the duration of this contract, at hourly prices as set forth in Contractor's proposal dated December 9, 2025, attached hereto as Exhibit A.

Contractor shall be paid in accordance with this Contract document upon receipt of an invoice and a properly executed voucher. After approval by the County, the payment voucher shall be placed in line for prompt payment.

Each invoice shall contain an itemized, detailed description of all work performed during the billing period. Failure to provide sufficient specificity shall be cause for rejection of the invoice until the necessary details are provided.

It is also agreed and understood that the acceptance of the final payment by Contractor shall be considered a release in full of all claims against the County arising out of, or by reason of, the work done and materials furnished under this Contract.

**3. DUTIES OF CONTRACTOR.** The specific duties of the Contractor shall be for professional engineering services for various projects throughout the County on an as-needed basis, relative to project management, construction inspection, environmental services and/or other unspecified projects, as per **RFP-26-010**, and as set forth in Contractor's proposal dated December 9, 2025, which is incorporated herein as Exhibit A and made a part of this Contract.

**4. FURTHER OBLIGATIONS OF THE PARTIES.** During the performance of this Contract, the Contractor agrees as follows:

a. The Contractor will not discriminate against any employee or applicant for employment, and will ensure that equal employment opportunity is afforded to all applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality, sex, veteran status or military service. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

b. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

c. The Contractor will send to each labor union with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the Contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

d. The Contractor, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

e. The Contractor agrees to make good faith efforts to meet targeted County employment goals established in accordance with N.J.A.C. 17:27-5.2.

**5. LICENSING.** If the Contractor, or any of its subcontractors, is required to maintain a license in order to perform the services which are the subject of this Contract, then prior to the effective date of this Contract, and as a condition precedent to its taking effect, Contractor shall provide to the County a copy of all current licenses to operate in the State of New Jersey, which

license shall be in good standing and shall not be subject to any current action to revoke or suspend, and shall remain so throughout the term of this Contract.

Contractor shall notify the County immediately in the event of suspension, revocation or any change in status (or in the event of the initiation of any action to accomplish such suspension, revocation and/or change in status) of license or certification held by Contractor, or its agents and/or subcontractors.

**6. TERMINATION.** This Contract may be terminated as follows:

a. Pursuant to the termination provisions set forth in the Bid Specifications or in the Request for Proposals, if any, as the case may be, which are specifically referred to and incorporated herein by reference.

b. If Contractor is required to be licensed in order to perform the services which are the subject of this Contract, then this Contract may be terminated by County in the event that the appropriate governmental entity with jurisdiction has instituted an action to have the Contractor's license suspended, or in the event that such entity has revoked or suspended said license. Notice of termination pursuant to this subparagraph shall be effective immediately upon the giving of said notice.

c. If, through any cause, the Contractor shall fail to fulfill in timely and proper manner his obligations under this Contract, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Contract, the County shall thereupon have the right to terminate this Contract by giving written notice to the Contractor of such termination and specifying the effective date thereof. In such event, all finished or unfinished documents, data, studies, and reports prepared by the Contractor under this Contract, shall be forthwith delivered to the County.

d. The County may terminate this Contract for public convenience at any time by a notice in writing from the County to the Contractor. If the Contract is terminated by the County as provided herein, the Contractor will be paid for the services rendered to the time of termination.

e. Notwithstanding the above, the Contractor shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of the Contract by the Contractor, and the County may withhold any payments to the Contractor for the purpose of set off until such time as the exact amount of damages due the County from the Contractor is determined.

f. Termination shall not affect the validity of the indemnification provisions of this Contract, nor prevent the County from pursuing any other relief or damages to which it may be entitled, either at law or in equity.

**7. NO ASSIGNMENT OR SUBCONTRACT.** This Contract may not be assigned, nor subcontracted by the Contractor, except as otherwise agreed in writing by both parties. Any attempted assignment or subcontract without such written consent shall be void with respect to the County, and no obligation on the County's part to such subcontractor or assignee shall arise, unless the County shall elect to accept, and consent to, such assignment or subcontract.

**8. INDEMNIFICATION.** For claims other than those arising out of the Contractor's professional services, the Contractor or subcontractor, where applicable, shall be responsible for, shall keep, save and hold the County harmless from, and shall indemnify the County against, any claim, loss, liability, expense (specifically including but not limited to costs, counsel fees and/or experts' fees), or damage resulting from all mental or physical injuries or disability, including death, to employees or recipients of the Contractor's services or to any other persons, or from any damage to any property sustained in connection with this contract which results from any negligent acts or omissions of any of its officers, directors, employees, agents, servants, or independent contractors, or from the Contractor's failure to provide for the safety and protection of its employees, or from Contractor's performance or failure to perform pursuant to the terms and provisions of this Contract, whether or not due to negligence, fault, or default of the Contractor. The Contractor's liability under this Contract shall continue after the termination of this Contract with respect to any liability, loss, expense or damage resulting from acts occurring prior to termination for claims arising out of Contractor's professional services. Contractor will indemnify and hold harmless indemnities from and against any and all claims to the extent caused by the negligent performance or non-performance of services under this Agreement by Contractor, its employees, agents, or subconsultants, either as a sole or contributory clause.

**9. INSURANCE.** Contractor shall, if applicable to the services to be provided, maintain general liability, automobile liability, business operations, builders and Workers' Compensation insurance in amounts and with companies deemed satisfactory by the County. Said policies shall be in compliance with any applicable requirements of the State of New Jersey and of the United States. Contractor shall, simultaneously with the execution of this Contract, deliver certifications of said insurance to County, naming the County as an additional insured.

If Contractor is a member of a profession which is subject to suit for professional malpractice, then Contractor shall maintain and continue in full force and effect, an insurance policy for professional liability/malpractice with limits of liability acceptable to the County. Contractor shall, simultaneously with the execution of this Contract, and as a condition precedent to its taking effect, provide to County a copy of a certificate of insurance, verifying that said insurance is and will be in effect during the term of this Contract.

The County shall review the certificate for sufficiency and compliance with this paragraph and approval of said certificate and policy shall be necessary prior to this Contract taking effect. Contractor also hereby agrees to continue said policy in force and effect for the period of the applicable statute of limitations following the termination of this Contract, and shall provide the County with copies of certificates of insurance as the certificates may be renewed during that period of time.



10. **SET-OFF**. Should Contractor either refuse or neglect to perform the services which Contractor is required to perform in accordance with the terms of this Contract, and if expense is incurred by County by reason of Contractor's failure to perform, then and in that event, such expenses shall be deducted from any payment due to Contractor. Exercise of such set-off shall not operate to prevent County from pursuing any other remedy to which it may be entitled.

11. **PREVENTION OF PERFORMANCE BY COUNTY**. In the event that the County is prevented from performing this Contract by circumstances beyond its control, then any obligations owing by the County to the Contractor shall be suspended without liability for the period during which the County is so prevented.

12. **NON-WAIVER**. The failure by the County to enforce any particular provision of this Contract, or to act upon a breach of this Contract by Contractor, shall not operate as or be construed as a waiver of any subsequent breach, nor a bar to any subsequent enforcement.

13. **PARTIAL INVALIDITY**. In the event that any provisions of this Contract shall be, or become, invalid under any law or applicable regulation, such invalidity shall not affect the validity or enforceability of any other provisions of this Contract.

14. **NOTICES**. Notices required by this Contract shall be effective upon mailing of notice by regular and certified mail to the addresses set forth above, or by personal service, or if such notice cannot be delivered or personally served, then by any procedure for notice pursuant to the Rules of Court of the State of New Jersey.

15. **GOVERNING LAW, JURISDICTION AND VENUE**. This Contract and all questions relating to its validity, interpretation, performance or enforcement shall be governed by and construed in accordance with the laws of the State of New Jersey. The parties each irrevocably agree that any dispute arising under, relating to, or in connection with, directly or indirectly, this agreement or related to any matter which is the subject of or incidental to this agreement (whether or not such claim is based upon breach of contract or tort) shall be subject to the exclusive jurisdiction and venue of the state and/or federal courts located in Gloucester County, New Jersey or the United States District Court, District of New Jersey, Camden, New Jersey. This provision is intended to be a "mandatory" forum selection clause and governed by and interpreted consistent with New Jersey law and each waives any objection based on forum non-conveniens.

16. **INDEPENDENT CONTRACTOR STATUS**. The parties acknowledge that Contractor is an independent contractor, and is not an employee, or agent of the County.

17. **BINDING EFFECT**. This Contract shall be binding on the undersigned, and their successors and assigns.

18. **CONTRACT PARTS**. This Contract consists of this Contract document, **REF-026-010** issued by the County, and the Contractor's Proposal. Should there occur a conflict between this Contract or the Specifications, and Contractor's Proposal, then this Contract or the Specifications, as the case may be, shall prevail.

**THIS CONTRACT** is effective as of the day and year first above written.

**IN WITNESS WHEREOF**, the County has caused this instrument to be signed by its Director and attested by its Clerk, pursuant to a Resolution of the Board of County Commissioners passed for that purpose, and Contractor has caused this instrument to be signed by its properly authorized representative and its corporate seal affixed the day and year first above written.

**ATTEST:**

**COUNTY OF GLOUCESTER**

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**LAURIE J. BURNS,  
CLERK OF THE BOARD**

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**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

**REMINGTON & VERNICK  
ENGINEERS**

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**LEONARD A. FAIOLA, PE, PP, CME  
PRESIDENT**

# EXHIBIT A



RVE HQ:  
2059 Springdale Road  
Cherry Hill, NJ 08003  
O: (856) 795-9595  
F: (856) 795-1882

December 9, 2025

Kimberly Larter, QPA  
County of Gloucester  
Purchasing Department  
Two South Broad Street  
Woodbury, NJ 08096

Re: Professional Services Proposal for RFP #26-010 – Engineering, Construction Inspection and Environmental Services and/or Other Unspecified Projects

Dear Ms. Larter:

Remington & Vernick Engineers (RVE) is pleased to submit this proposal to provide professional engineering, construction inspection, environmental engineering services and/or other specified projects for the County of Gloucester. This proposal has been prepared in accordance with the specifications set forth in the County's Request for Proposals (RFP) #26-010 issued November 2025 and our direct experience providing services to the County.

RVE is a full-service consulting firm with extensive on-call experience. We have the versatility and proximity to provide Gloucester County with the services requested. RVE understands the importance of executing task-based assignments to the expectations of the County's time, cost, schedule and quality goals while creating minimal impact to users of your facilities. We currently provide services to the County under this contract. Recent projects include vialytics road management services, Red Bank Battlefield Park pier replacement, the resurfacing of Cross Keys Road, improvements to State Route 322 and Fries Mill Road, LSRP services for the former Oasis Garage and resurfacing and safety improvements to Red Bank Avenue.

RVE has a successful working relationship with the County and we have assembled a skilled team of professionals who will be dedicated to this contract. The proposed staff knows your personnel, policies and procedures. Our knowledge and understanding will provide efficiency from the start. RVE understands the intricacies of executing assignments as an on-call pool provider. Our Team has comprehensive, hands-on experience providing the services listed in the County's RFP.

John Pyne, PE, CME, will serve as our Principal in Charge. Mr. Pyne has over 25 years of engineering experience, including significant local knowledge gained from serving as Principal in Charge for a variety of projects in the County. RVE is proposing Joseph R. Ragusa, Jr., PE as Project Manager. Mr. Ragusa will be responsible for the oversight of projects, bringing his 15+ years of experience and comprehensive understanding of engineering design and construction management and inspection. Mr. Ragusa has recently managed several successful projects for the County and his additional clients include the NJDOT, NJTA, DRPA, DRJTBC, BCBC, SJTA, and NJDEP, along with various counties and municipalities throughout New Jersey. Frank Seney, PE, will serve as QA/QC Manager. He will review all work before it is submitted to the County, using his experience from serving as both QA/QC Manager and Project Manager on various recent County projects. Together, they will ensure that RVE's assigned staff have the experience and capability to react to the County's needs. RVE will augment our project staff if needed to ensure the County's goals and objectives are satisfied.

RVE offers extensive experience executing similar anticipated projects, a strong Project Manager leading a versatile project staff and a local office with the ability to use the resources of our full-service firm. Should you have any questions or require additional information, please contact Project Manager Joseph R. Ragusa, Jr. He can be reached by phone at 609-828-3222 or via email at [Joseph.Ragusa@rve.com](mailto:Joseph.Ragusa@rve.com). We certify our firm will be ready to start work immediately upon written notice to proceed. Thank you for considering RVE for this most important contract.

Sincerely,



Leonard A. Faiola, PE, PP, CME  
*President & CEO*

### Section 3 Cost Proposal

#### A. Rate Schedule

Employee Title	Direct Labor Rate/Hour
Engineering Department Head	\$115.00
Project Manager/Engineer	\$97.00
Project Engineer	\$76.00
Senior Engineer Technician	\$57.00
Engineering Technician	\$47.00
Senior CADD/GIS Technician	\$52.00
CADD/GIS Technician	\$43.00
Technical Aide	\$35.00
Survey/ CADD Department Head	\$88.00
Survey Manager	\$77.00
Party Chief	\$55.00
Transit Person	\$45.00
Resident Inspector	\$75.00
Observer (NICET IV)	\$64.00
Observer (NICET III)	\$53.00
Observer (NICET II)	\$48.00
Observer (NICET I)	\$41.00

\* Rates will be based on a 2.77 Multiplier (151.74 % Overhead & 10% Profit) for Office and a 2.36 Multiplier (113.81 % Overhead & 10 % Profit) for Field. Direct Labor Rates are the average 2025 rate per employee classification. Rates include all expenses except those listed below under Direct Expense.

#### B. Direct Expenses

- Permit application fees



**RESOLUTION APPOINTING STEPHEN M. SWEENEY AS ADMINISTRATOR FOR  
THE COUNTY OF GLOUCESTER FROM JANUARY 2, 2026 TO DECEMBER 31, 2030  
AND AUTHORIZING AN EMPLOYMENT CONTRACT**

**WHEREAS**, with the retirement of Chad M. Bruner, Administrator of the County of Gloucester, there exists a vacancy in the position of County Administrator; and

**WHEREAS**, pursuant to N.J.S.A. 40A:9-42, the County wishes to appoint Stephen M. Sweeney said Administrator for a period of five (5) years, beginning January 2, 2026 and concluding December 31, 2030, at a salary to be determined by the Board of County Commissioners.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester that **STEPHEN M. SWEENEY** is hereby appointed as County Administrator for a term of five (5) years, from January 2, 2026 to December 31, 2030, or until appointment and qualification of his successor occurs, at a salary to be determined by the Board of County Commissioners; and, that the terms and conditions of said employment shall be consistent with the provisions of the annexed Contract for Employment made by and between the County and Mr. Sweeney; and

**BE IT FURTHER RESOLVED** that the Director is hereby authorized to execute and the Clerk of the Board is authorized to attest to, the Contract for Employment as referenced hereinabove between the County of Gloucester and Stephen M. Sweeney.

**ADOPTED** at the Annual State Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

**LAURIE J. BURNS,  
CLERK OF THE BOARD**



**CONTRACT FOR EMPLOYMENT BY AND BETWEEN THE  
COUNTY OF GLOUCESTER AND STEPHEN M. SWEENEY FOR  
THE TERM JANUARY 2, 2026 TO DECEMBER 31, 2030**

**THIS CONTRACT FOR EMPLOYMENT** (hereinafter referred to as "Agreement"), is entered into the 2<sup>ND</sup> day of **January, 2026**, by and between the **County of Gloucester**, with its principal place of business at 2 South Broad Street, Woodbury, New Jersey 08096 (hereinafter referred to as the "**County**") and **Stephen M. Sweeney**, of West Deptford, New Jersey 08096 (hereinafter referred to as "**Mr. Sweeney**").

**WHEREAS**, with retirement of Chad M. Bruner as County Administrator, the County has agreed to appoint and employ Mr. Sweeney as the County Administrator for a term of five (5) years pursuant to N.J.S.A. 40A:9-42, and Mr. Sweeney has agreed to serve as County Administrator under the terms, conditions and compensation as set forth herein;

**NOW, THEREFORE**, in consideration of mutual promises, terms and conditions set forth below, the County and Mr. Sweeney agree as follows:

1. **EMPLOYMENT OF MR. SWEENEY.** The County does hereby employ, engage, and hire Mr. Sweeney as County Administrator for the County of Gloucester, and Mr. Sweeney does hereby accept and agree to perform the duties of County Administrator, performing faithfully in said capacity and to devote himself to all duties, including supplemental duties as Human Resources Director, as well as the department head overseeing the Divisions of the Clerk of the Board, Human Resources /Risk Management, Treasury and Purchasing, and County Counsel. Mr. Sweeney shall perform such duties as are prescribed by this Contract, the laws of the State of New Jersey, and the rules and regulations of the Department of Community Affairs and of the County.

2. **TERM OF EMPLOYMENT.** Mr. Sweeney's term of employment shall be for a period of five (5) years from **January 2, 2026 to December 31, 2030**. Mr. Sweeney shall devote such time as is necessary to perform the duties as set forth herein above. Mr. Sweeney shall attend all regular and special meetings of the County of Gloucester. Mr. Sweeney may not be removed during said statutory term without good cause shown. In the event the governing body removes Mr. Sweeney during said term, the Board of County Commissioners shall compensate Mr. Sweeney all remaining salary.

3. **SALARY.** As County Administrator, Mr. Sweeney shall be paid an annual salary as determined by the Board of County Commissioners commensurate to all responsibilities of this position, and shall be eligible for reasonable salary increases based upon annual performance reviews. At no time, shall the County reduce Mr. Sweeney's salary to be less than the preceding annual salary. Mr. Sweeney will be paid an additional \$1.00 for his supplemental duties as Human Resources Director, as well as the department head overseeing the Divisions of the Clerk of the Board, Human Resources /Risk Management, Treasury and Purchasing, and County Counsel.

4. **VEHICLE.** The County shall provide Mr. Sweeney with a vehicle for his use during the term of his employment. The vehicle privilege shall be extended for personal use as in the past. Mr. Sweeney shall return his vehicle to the County at its principal place of business upon the termination of his employment.

5. **VACATION DAYS.** Mr. Sweeney shall receive and may accumulate vacation days in accordance with County Policy. Mr. Sweeney shall notify the Director of the Board of County Commissioners as to proposed dates of any vacation time to be used. Mr. Sweeney will be permitted to carryover days in accordance with County policy. The County shall be obligated to reimburse or pay Mr. Sweeney for any accrued vacation days in accordance with County policy.

6. **SICK DAYS.** Mr. Sweeney shall receive and may accumulate sick days annually in accordance with County policy. The County shall be obligated to reimburse Mr. Sweeney for any unused sick days in accordance with County policy; however, upon retirement, Mr. Sweeney voluntarily relinquishes the right to receive the "sick time buy back bonus of "15,000.00".

7. **ADMINISTRATIVE DAYS.** Mr. Sweeney shall receive Administrative leave days annually in accordance with County policy. The County shall not, however, be obligated to pay or reimburse Mr. Sweeney for any such unused Administrative days that he may have remaining at the end of his employment.

8. **HOLIDAYS.** Mr. Sweeney shall receive paid holidays annually in accordance with County policy.

9. **MEMBERSHIP DUES IN PROFESSIONAL ORGANIZATIONS.** The County shall pay and be responsible for Mr. Sweeney's dues in the organizations or licenses he maintains, including seminar credits for said organizations or licenses. The County shall pay and be responsible for any reasonable cost associated with Mr. Sweeney's attendance at meetings or workshops which are relative to his position as County Administrator, and provided further that such meetings or workshops are those which a County Administrator would customarily attend.

9. **FRINGE BENEFITS.** Mr. Sweeney shall receive required fringe benefits in accordance with the County's Human Resource Policy Manual and amendments thereto from time to time unless any voluntary waivers apply and, in addition, entry in the State Defined Contribution Retirement Plan (DCRP).

10. **INDEMNIFICATION.** The County shall indemnify Mr. Sweeney and hold him harmless with regard to any claim of any kind, including any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative, asserted against him in his capacity as County Administrator. Indemnity by the County shall include expenses, costs, disbursements including attorney's fees, judgments, fines and amounts actually and reasonably incurred by him in good faith and in connection with such action, suit or proceeding, and County shall directly pay the reasonable costs of defense. The indemnification and hold harmless rights provided in this agreement shall continue after the expiration of Mr. Sweeney's term in the event that such claim is made in connection with his capacity as County Administrator and shall inure to the benefit of his heirs, executors and administrators.

11. **AGREEMENT SUBJECT TO LAWS OF THE STATE OF NEW JERSEY.** This Agreement shall be subject to and shall be interpreted in accordance with the laws of the State of New Jersey.

12. **MODIFICATION OF AMENDMENT OF AGREEMENT.** This Agreement may only be validly amended or modified in writing signed by both Mr. Sweeney and the duly authorized official representative of the County.

**ATTEST:**

**COUNTY OF GLOUCESTER**

\_\_\_\_\_  
**LAURIE J. BURNS,  
CLERK OF THE BOARD**

\_\_\_\_\_  
**FRANK J. DIMARCO, DIRECTOR**

**WITNESS:**

**COUNTY ADMINISTRATOR**

\_\_\_\_\_  
**STEPHEN M. SWEENEY**

**RESOLUTION REAPPOINTING ERIC M. CAMPO AS COUNTY COUNSEL  
FOR THE COUNTY OF GLOUCESTER FROM JANUARY 1, 2026 TO  
DECEMBER 31, 2028 AND AUTHORIZING AN EMPLOYMENT CONTRACT**

**WHEREAS**, the County of Gloucester ("County") previously created the position of full-time County Counsel; and

**WHEREAS**, pursuant to N.J.S.A. 40A:9-43, the County wishes to appoint Eric M. Campo, Esquire as Gloucester County Counsel, for a period of three (3) years, from January 1, 2026 and concluding December 31, 2028; and

**WHEREAS**, said employment shall be consistent with the terms and provisions of the attached Contract for Employment made by and between the County and Mr. Campo, and shall be further consistent with the applicable provisions of the County Personnel Policy; and

**WHEREAS**, the compensation payable to Mr. Campo shall be as determined by the Board of County Commissioners.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester, that consistent with the provisions of N.J.S.A. 40A:9-43, Eric M. Campo is hereby appointed, and shall be employed by the County of Gloucester to serve as full-time County Counsel for a period of three (3) years, from January 1, 2026 to December 31, 2028, and that the terms and conditions of said employment shall be consistent with the provisions of the annexed Contract for Employment made by and between the County and Mr. Campo; and

**BE IT FURTHER RESOLVED** that the Commissioner Director is hereby authorized to execute and the Clerk of the Board is directed to attest to, the Contract for Employment as referenced hereinabove, between the County of Gloucester and Eric M. Campo.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

\_\_\_\_\_  
**LAURIE J. BURNS,  
CLERK OF THE BOARD**

## **CONTRACT FOR EMPLOYMENT**

This Contract is made by and between the County of Gloucester, a body politic and corporate, with offices in Woodbury, New Jersey, hereinafter referred to as "**County**", and Eric M. Campo of Woodbury, New Jersey, hereinafter referred to as "**Mr. Campo**" or "**County Counsel**" or "**employee**".

### **RECITALS**

- A. The County is a political subdivision of the State of New Jersey and the governing body for the County of Gloucester;
- B. The County desires to employ Mr. Campo as County Counsel;
- C. Mr. Campo desires to accept employment as County Counsel.

### **IN CONSIDERATION OF THE MUTUAL PROMISES MADE BY THE PARTIES, COUNTY AND MR. CAMPO HEREBY AGREE AS FOLLOWS:**

1. **Employment.** The County does hereby employ, engage, and hire Mr. Campo as County Counsel for the County of Gloucester, and Mr. Campo does hereby accept and agree to such employment. Consistent with the applicable laws, rules, regulations and authorities, Mr. Campo shall perform the duties and obligations described in this Contract of Employment.

2. **Duties.** Mr. Campo shall be responsible for the administration and operation of the County Legal Department and his duties shall include the following:

- 1. Analyzing legal issues affecting County operations and rendering legal opinions to the Director of the Board of County Commissioners and through that office to the Board of County Commissioners, the County Administrator and County Department Heads;
- 2. Preparing and/or reviewing resolutions and contracts to be considered for adoption or award by the Board of County Commissioners;
- 3. Serving on working groups, task forces and committees as appropriate to fulfill his duties;
- 4. Participating in the assignment of work, including litigation, special projects and the like to other legal counsel on an as needed basis;
- 5. Where and when necessary and appropriate to negotiate contracts, leases, agreements and the like;

6. Attend (or on occasion designate Assistant County Counsel to attend, the meetings of the Board of County Commissioners);
7. To perform such other duties as the County and the County Counsel may determine to be necessary to fulfill his obligations as County Counsel.

3. **Term of Employment.** This Contract shall be deemed to commence on January 1, 2026 and continue through December 31, 2028 as per statutory term in N.J.S.A. 40A:9-44. Mr. Campo may not be removed during said statutory term without good cause shown. In the event the governing body removes Mr. Campo during said term, the Board of County Commissioners shall compensate Mr. Campo all remaining salary/health benefit costs under contract and statutory term. In addition, medical benefits shall be continued to be covered for a period of six (6) months after separation if removed during term of contract.

4. **Compensation.** Mr. Campo shall be paid a salary established by the Board of County Commissioners of the County of Gloucester and modified time to time as employee's salaries are considered. Mr. Campo shall be entitled to salary increases during the term of the contract in the same manner as other management employees.

5. **Vacation.** Mr. Campo shall be entitled to annual leave in the amount of five (5) weeks per year for each year of the term of this contract, which vacation shall be taken and/or carried forward consistent with the terms of the County Personnel Policy.

6. **Holidays; Sick Leave; Personal Days; Bereavement Leave and the Like.** Mr. Campo shall be entitled to these categories of leave in the same fashion as all other full-time employees of the County.

7. **Medical and Prescription Benefits; Insurance Benefits; Pension Benefits; and all other Benefits of Employment.** Mr. Campo shall be entitled to all such benefits to which other full-time employees of the County are entitled.

8. **Professional Development.** Mr. Campo is encouraged to actively engage in professional training by attending seminars, conferences, and the like. To the extent available in the department budget, such budgeted funds may be used for the cost of participation in said conferences and seminars.

9. **Civil Service Rules Inapplicable.** The parties acknowledge that this Contract for Employment is not subject to the provisions of the Civil Service System of the State of New Jersey.

10. **Indemnification.** The County shall indemnify Mr. Campo and hold him harmless with regard to any claim of any kind, including any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative, asserted against him in his capacity as County Counsel. Indemnity by the County shall include expenses, costs, disbursements including attorney's fees, judgments, fines and amounts actually and reasonably incurred by him in good faith and in connection with such action, suit or proceeding, and County shall directly pay the reasonable costs of defense. The indemnification and hold harmless rights provided in this agreement shall continue after the expiration of County Counsel's term in the event that such claim

is made in connection with his capacity as County Counsel and shall inure to the benefit of his heirs, executors and administrators.

The County shall maintain during the term of employment a policy of Professional Liability Insurance naming Mr. Campo as an additional insured (and an appropriate "tail" policy after completion of the term of employment).

11. **Severability**. In the event that any federal or state law, regulation, ordinance, or any determination having the force and effect of law conflicts with any provision of this Contract for Employment, then the provisions so affected shall no longer be effective. However, provisions not so affected shall continue in full force and effect. Nothing contained in this section shall be construed to permit the diminishing of the compensation payable to Mr. Campo pursuant to the terms and provisions of this Contract for Employment.

ATTEST:

COUNTY OF GLOUCESTER

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LAURIE J. BURNS  
CLERK OF THE BOARD

---

FRANK J. DIMARCO  
DIRECTOR

WITNESS

---

ERIC M. CAMPO  
COUNTY COUNSEL



## **RESOLUTION APPOINTING MEMBERS TO THE AGRICULTURE DEVELOPMENT BOARD**

**WHEREAS**, there presently exists an Agriculture Development Board duly created by Resolution adopted on December 1, 1982, in accordance with N.J.S.A. 4:1C-14 et seq., which provides valuable services to the Gloucester County Board of County Commissioners; and

**WHEREAS**, the Board of County Commissioners of the County of Gloucester desires to appoint individuals to the Gloucester County Agriculture Development Board each to a term of four (4) years.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester as follows:

1. That the following individuals are each hereby appointed to the Gloucester County Agriculture Development Board for a term of four (4) years, commencing March 22, 2026 and terminating March 21, 2030:
  - **West Jay Kandle**
  - **Michael Visalli**
  - **Russell Marino**
2. That said appointment is subject to and contingent upon strict compliance by the appointee to all applicable State and County financial/ethical disclosure laws, rules, regulations and requirements.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

**LAURIE J. BURNS,  
CLERK OF THE BOARD**

**RESOLUTION APPOINTING A MEMBER TO THE  
ANIMAL SHELTER ADVISORY COMMITTEE**

**WHEREAS**, there currently exists an Animal Shelter Advisory Committee pursuant to a Resolution duly adopted on January 9, 1991, which provides valuable services to the Board of County Commissioners of the County of Gloucester and the County of Gloucester; and

**WHEREAS**, the Board of County Commissioners of the County of Gloucester desires to designate a member to serve on the Animal Shelter Advisory Committee.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester as follows:

1. That the following individual is hereby appointed to the Animal Shelter Advisory Board for a term of three (3) years, commencing on March 7, 2026 and terminating on March 6, 2028:

- **Dr. Sabra Olsen, DVM**

2. That said appointment is subject to and contingent upon strict compliance by the appointee to all applicable State and County financial/ethical disclosure laws, rules, regulations and requirements.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

\_\_\_\_\_  
**LAURIE J. BURNS,  
CLERK OF THE BOARD**

**RESOLUTION APPOINTING MEMBERS TO THE GLOUCESTER  
COUNTY COMMISSION FOR WOMEN**

**WHEREAS**, there currently exists a Commission for Women, established by Resolution on June 15, 1983, which provides valuable services to the Board of County Commissioners of the County of Gloucester; and

**WHEREAS**, the Board of County Commissioners desires to appoint individuals to serve on the Commission for Women each to a term of three (3) years.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County of Commissioners of the County of Gloucester as follows:

1. That the following individuals are each hereby appointed to the Gloucester County Commission for Woman for a term of three (3) years, commencing January 1, 2026 and terminating December 31, 2028:

- **Gail Slimm**
- **Marguerite Stubbs**
- **Beverly Ranton Wellons**
- **Mary Jane Love**
- **Lisa Cerny**
- **Jacqueline Williams**
- **Samira Davis**
- **Toni Jones Johnson**
- **Wendi Miller**

2. That said appointments are subject to and contingent upon strict compliance by the appointees to all applicable State and County financial/ethical disclosure laws, rules, regulations and requirements.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

**LAURIE J. BURNS,  
CLERK OF THE BOARD**



**RESOLUTION APPOINTING MEMBERS, A CHAIRMAN AND VICE CHAIRMAN TO  
THE GLOUCESTER COUNTY CONSTRUCTION BOARD OF APPEALS**

**WHEREAS**, there presently exists the Gloucester County Construction Board of Appeals, created pursuant to N.J.S.A. 52:27D-127 and N.J.A.C. 5:23A-1.2, which provides important services to the County of Gloucester; and

**WHEREAS**, the Board of County Commissioners of the County of Gloucester desires to appoint individuals to the Gloucester County Construction Board to a term of four (4) years each as well as appoint a Chairman and Vice Chairman to a one (1) year term each; and

**WHEREAS**, funds are available for this purpose.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester as follows:

1. That the following individuals are each hereby appointed to the Gloucester County Construction Board of Appeals for a term of four (4) years, commencing January 1, 2026 and terminating December 31, 2029:
  - **Robert DeAngelo**
  - **Mark Brunermer**
2. That the following individual is hereby appointed as **Chairman** of the Gloucester County Construction Board of Appeals for a term of one (1) year, commencing January 1, 2026 and terminating December 31, 2026:
  - **Robert DeAngelo**
3. That the following individual is hereby appointed as **Vice-Chairman** of the Gloucester County Construction Board of Appeals for a term of one (1) year, commencing January 1, 2026 and terminating December 31, 2026:
  - **Joseph Heitman**
4. That said appointments are subject to and contingent upon strict compliance by the Appointees with all applicable State and County financial/ethical disclosure laws, rules, regulations and requirements.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

**LAURIE J. BURNS,  
CLERK OF THE BOARD**

**RESOLUTION APPOINTING REPRESENTATIVES TO THE  
DELAWARE VALLEY REGIONAL PLANNING COMMISSION**

**WHEREAS**, the Delaware Valley Regional Planning Commission is established by N.J.S.A. 32:27-8; and

**WHEREAS**, N.J.S.A. 32:27-9 provides that the Commission shall include as members a representative from each of the four (4) New Jersey counties included in the Commission's area; and

**WHEREAS**, N.J.S.A. 32:27-10 provides that the representative from each political subdivision represented on the Commission shall be appointed by the governing body of that political subdivision; accordingly, the Gloucester County representative is, pursuant to statute, to be appointed by the Gloucester County Board of County Commissioners; and

**WHEREAS**, the appropriate representative, with knowledge of County operations and interests germane to the business of the Commission, is **NICK CRESSMAN**, and the appropriate alternate is **COMMISSIONER MATTHEW WENG**.

**NOW THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester that pursuant to N.J.S.A. 32:27-10, **NICK CRESSMAN** be and is hereby appointed as the Gloucester County **Representative** to the Delaware Valley Regional Planning Commission, and that **COMMISSIONER MATTHEW WENG** is hereby appointed as the **alternate**, with each appointee serving at the pleasure of the Board of County Commissioners of the County of Gloucester.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

\_\_\_\_\_  
**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

\_\_\_\_\_  
**LAURIE J. BURNS,  
CLERK OF THE BOARD**

**RESOLUTION APPOINTING MEMBERS TO THE  
DISABILITIES ADVISORY COUNCIL**

**WHEREAS**, the Board of County Commissioners approved the establishment of the Disabilities Advisory Council by Resolution adopted June 12, 2013 in order to assist in the provision of attendant and assessment services and payment for care to those disabled individuals of the County of Gloucester; and

**WHEREAS**, the Disabilities Advisory Council's members serve at the pleasure of the Board of County Commissioners of the County of Gloucester; and

**WHEREAS**, the Board of County Commissioners of the County of Gloucester desires to appoint individuals to the Disabilities Advisory Council for the year 2026.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester as follows:

1. That the following individuals are designated as members of the Disabilities Advisory Council for the year 2026.
  - Ramon Casanova (ACT)
  - Joan Clark
  - Bryan Miller
  - Kimberly Quigley
  - Theresa Rohlfing
  - Carol Weinhart
  - Lisa Conley
  - Jodi Coates
  - Lisa Cerny
  - OEM Representatives (2)
  - Rowan School of Medicine Representative
  - Division of Vocational Rehabilitation
  - GCSSSD Representative
  - Workforce Development Director
2. That said appointments are subject to and contingent upon strict compliance by the appointees to all applicable State and County financial/ethical disclosure laws, rules, regulations and requirements.
3. That this resolution shall take effect immediately upon adoption.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

**ATTEST:**

**FRANK J. DIMARCO, DIRECTOR**

**LAURIE J. BURNS,  
CLERK OF THE BOARD**



**RESOLUTION APPOINTING MEMBERS TO THE  
DIVERSITY, EQUITY AND INCLUSION ADVISORY BOARD**

**WHEREAS**, the Board of County Commissioners have approved the establishment of the Diversity, Equity and Inclusion Advisory Board in order to create a forum for presentation of social conflict issues, conflict resolution and discussions of promoting awareness and sensitivity; and

**WHEREAS**, the Diversity, Equity and Inclusion Advisory Board members serve at the pleasure of the Board of County Commissioners of the County of Gloucester; and

**WHEREAS**, the Board of County Commissioners of the County of Gloucester desires to appoint individuals to the Diversity, Equity and Inclusion Advisory Board for the year 2026.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester as follows:

1. That the following individuals are designated as members of the Diversity, Equity and Inclusion Advisory Board for the year 2026:

- **Human & Special Services Director**
- **GCIT Superintendent**
- **RCSJ President**
- **County Superintendent of Schools**
- **Rafael Muniz**
- **Michelle Baylor**
- **Roy Dawson**

2. That said appointments are subject to and contingent upon strict compliance by the appointee to all applicable State and County financial/ethical disclosure laws, rules, regulations and requirements;

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

**LAURIE J. BURNS,  
CLERK OF THE BOARD**



**RESOLUTION APPOINTING MEMBERS TO THE  
EMERGENCY MANAGEMENT COUNCIL**

**WHEREAS**, the County has an existing Emergency Management Council, established in accordance with Directive #103 issued by the State Office of Emergency Management on August 7, 1987, which provides important services to the Board of County Commissioners of the County of Gloucester; and

**WHEREAS**, the Emergency Management Council members serve at the pleasure of the Board of County Commissioners of the County of Gloucester; and

**WHEREAS**, the Board of County Commissioners of the County of Gloucester desires to appoint individuals to the Emergency Management Council for the year 2026.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester as follows:

1. That the following individuals are designated as members of the Emergency Management Services Council for the year 2026:

- Emergency Management Coordinator
- Health Department Representative
- Public Works Dept. Liaison
- Public Information Officer
- Economic Development Director
- GC Hazardous Materials Resp. Unit
- Division of Social Services Representative
- Sheriff's Office/designee
- County Counsel/designee
- County Fire Marshal
- Mark Chapman, Inspira Medical Systems
- Pat Robinson, Paulsboro Refining Co.
- Red Cross Director
- Dep. Emergency Mgmt. Coordinator
- Division of Human and Special Services Representative
- County Medical Examiner
- County EMS Chief
- County Prosecutor/designee
- Commissioner Liaison
- Hazmat Mitigation Officer
- County Mental Health Administrator
- County Fire Services Director
- County Fire Coordinator

2. That said appointments are subject to and contingent upon strict compliance by the appointees to all applicable State and County financial/ethical disclosure laws, rules, regulations and requirements;

3. That this Resolution shall take effect immediately upon adoption.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

**ATTEST:**

**FRANK J. DIMARCO, DIRECTOR**

**LAURIE J. BURNS,  
CLERK OF THE BOARD**

**RESOLUTION REAPPOINTING ASSISTANT FIRE MARSHALS  
FOR THE COUNTY OF GLOUCESTER**

**WHEREAS**, the Board of County Commissioners, by resolution, may designate and appoint qualified individuals to serve in the capacity of Fire Marshal, and Deputy and Assistant Fire Marshals for the County of Gloucester, pursuant to the provisions of N.J.S.A. 40A:14-1; and

**WHEREAS**, the Board of County Commissioners of the County of Gloucester desires to reappoint certain individuals who are qualified to serve as Assistant Fire Marshals.

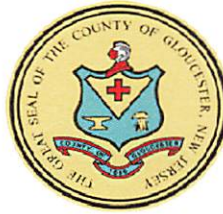
**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester as follows:

1. That the following individuals are each hereby reappointed to serve as quailed Assistant Fire Marshals for a term of three (3) years, commencing January 15, 2026 and terminating January 14, 2029:

- **Dan Hauss**
- **Steven Smith**
- **Jake Hughes**

2. That said appointments are subject to and contingent upon strict compliance by the Appointees with all applicable State and County financial/ethical disclosure laws, rules, regulations and requirements.

**ADOPTED** at the Annual State Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

**LAURIE J. BURNS,  
CLERK OF THE BOARD**

**RESOLUTION APPOINTING A MEMBER TO THE  
GLOUCESTER COUNTY HOUSING AUTHORITY**

**WHEREAS**, the County of Gloucester previously created a Housing Authority pursuant to N.J.S.A. 40A:12A-17; and

**WHEREAS**, the Board of County Commissioners of the County of Gloucester desires to appoint an individual to the Gloucester County Housing Authority to a term of five (5) years; and

**NOW THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester as follows:

1. That the following individual is hereby appointed to the Gloucester County Housing Authority for a term of five (5) years, commencing January 1, 2026 and terminating December 31, 2030:

• **Dan Reed**

2. That said appointment is subject to and contingent upon strict compliance by the appointee to all applicable State and County financial/ethical disclosure laws, rules, regulations and requirements.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

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**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

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**LAURIE J. BURNS,  
CLERK OF THE BOARD**



**RESOLUTION APPOINTING MEMBERS TO THE HUMAN SERVICES  
ADVISORY COUNCIL FOR GLOUCESTER COUNTY**

**WHEREAS**, the by-laws of the County Human Services Advisory Council require that no more than 21 members shall serve on the Council, with members duly appointed by the Gloucester County Board of County Commissioners in accordance with N.J.A.C. 10:2-1.3; and

**WHEREAS**, the Council is dedicated to meeting the human services needs of the local community, and advises the Board of County Commissioners on priorities for funding of social services programs to serve the residents of the County; and

**WHEREAS**, the Board of County Commissioners of the County of Gloucester desires to appoint individuals to the Human Services Advisory Council each to a term of three (3) years;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester as follows:

1. That the following individuals are each hereby appointed to the Human Services Advisory Council for a term of three (3) years each, commencing January 1, 2026 and terminating December 31, 2028:

- **Joan Dillon**
- **Luanne Hughes**

2. That said appointments are subject to and contingent upon strict compliance by the appointees to all applicable State and County financial/ethical disclosure laws, rules, regulations and requirements.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

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**LAURIE J. BURNS,**  
**CLERK OF THE BOARD**

**RESOLUTION APPOINTING A MEMBER TO THE  
GLOUCESTER COUNTY IMPROVEMENT AUTHORITY**

**WHEREAS**, there exists in the County of Gloucester the Gloucester County Improvement Authority, which was created pursuant to a resolution duly and finally adopted by the governing body of the County pursuant to N.J.S.A. 40:37 A-44, et seq; and

**WHEREAS**, the Board of County Commissioners of the County of Gloucester desires to appoint an individual to the Gloucester County Improvement Authority to a term of five (5) years; and

**NOW THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester as follows:

1. That the following individual is hereby appointed to the Gloucester County Improvement Authority for a term of five (5) years, commencing January 1, 2026 and terminating December 31, 2030:

•        **B.J. Heinz**

2. That said appointment is subject to and contingent upon strict compliance by the appointee to all applicable State and County financial/ethical disclosure laws, rules, regulations and requirements.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

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**LAURIE J. BURNS,**  
**CLERK OF THE BOARD**

**RESOLUTION APPOINTING MEMBERS AS INSURANCE COMMISSION  
REPRESENTATIVES FOR GLOUCESTER COUNTY**

**WHEREAS**, the Gloucester County Insurance Commission (hereinafter “GCIC”) is duly constituted as an Insurance Commission pursuant to N.J.S.A. 40A:10-6 et. seq.; and

**WHEREAS**, the GCIC has previously adopted Rules and Regulations per resolution March 10, 2010; and

**WHEREAS**, the County is a participating member of the GCIC; and

**WHEREAS**, in accordance with said Rules and Regulations the GCIC has requested participating members designate a representative and alternate representative for attendance and participation in the GCIC meetings and other activities deemed necessary from time to time.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester as follows:

1. That the following individuals are designated as Representative and Alternate to the GCIC for the 2026 Fund Year:
  - **County Counsel**
  - **George Hayes, Alternate**
2. That said appointments are subject to and contingent upon strict compliance by the appointees to all applicable State and County financial/ethical disclosure laws, rules, regulations and requirements.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

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**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

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**LAURIE J. BURNS,  
CLERK OF THE BOARD**



**RESOLUTION APPOINTING MEMBERS TO THE  
COUNTY EXCESS LIABILITY FUND**

**WHEREAS**, the County of Gloucester is a member of the Joint Insurance Fund (the “NJCEIF”) along with the County of Camden; and

**WHEREAS**, the County determined that it was in the best interest of the County to join with other counties to create the JIF for the purpose of securing certain insurance coverages; and

**WHEREAS**, the County has been advised by its insurance consultant that the NJCEIF was approved to become operational by the New Jersey Department of Banking and Insurance and the Department of Community Affairs; and

**WHEREAS**, the statutes and regulations governing the creation and operation of the NJCEIF contain restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a fund; and

**WHEREAS**, pursuant to N.J.S.A. 40A:10-37 the County, upon the establishment of the NJCEIF, is obligated to appoint a NJCEIF Commissioner, and may appoint an alternate NJCEIF Commissioner.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester that Gloucester County Risk Manager, **TIMOTHY SHEEHAN** is hereby appointed as the 2026 Gloucester County Commissioner to the County Excess Liability Fund to serve at the pleasure of the Gloucester County Board of County Commissioners; and

**BE IT FURTHER RESOLVED** that **COUNTY COUNSEL** is hereby appointed as the Alternate Gloucester County Commissioner to the County Excess Liability Fund to serve at the pleasure of the Gloucester County Board of County Commissioners.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

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**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

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**LAURIE J. BURNS,**  
**CLERK OF THE BOARD**



**RESOLUTION APPOINTING MEMBERS TO THE COUNTY  
INTERAGENCY COORDINATING COUNCIL FOR CHILDREN**

**WHEREAS**, the Board of County Commissioners established an Inter-Agency Coordinating Council for Children in 1991, pursuant to N.J.S.A. 30:4C-67 et seq. and N.J.A.C. 13:90-2.1 et seq., to assist in coordinating and providing services to emotionally disturbed children and adolescents; and

**WHEREAS**, the members of said Council serve from year to year at the pleasure of the Board.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester as follows:

1. That the following individuals are designated as members of the Inter-Agency Coordinating Council for Children for the year 2026:

- **Rudolph Aikens**
- **Tracy Hilliker Mauriello**
- **Bethany Vega**
- **Joseph Jacob**
- **NJ4S V-15 Program Supervisory Representative**
- **Director Family Support Org.**
- **McKinney-Vento Liaison**
- **Director Gloucester County CMO/liaison**
- **Director Mobile Response/liaison**

2. That said appointments are subject to and contingent upon strict compliance by the appointee to all applicable State and County financial/ethical disclosure laws, rules, regulations and requirements;

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

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**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

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**LAURIE J. BURNS,  
CLERK OF THE BOARD**

**RESOLUTION APPOINTING A MEMBER TO THE  
GLOUCESTER COUNTY LIBRARY COMMISSION**

**WHEREAS**, there currently exists a Gloucester County Library Commission which was established in accordance with the authority and duties of a Commission in managing a county library system, as set forth in N.J.S.A. 40:33; and

**WHEREAS**, the Board of County Commissioners of the County of Gloucester desires to appoint an individual to the Gloucester County Library Commission to a term of five (5) years; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester as follows:

1. That the following individual is hereby appointed to the Gloucester County Library Commission for a term of five (5) years, commencing January 1, 2026 and terminating December 31, 2030:

•        **Darlene Vondran**

2. That said appointment is subject to and contingent upon strict compliance by the appointee to all applicable State and County financial/ethical disclosure laws, rules, regulations and requirements.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

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**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

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**LAURIE J. BURNS,  
CLERK OF THE BOARD**

**RESOLUTION APPOINTING MEMBERS TO THE LOCAL ADVISORY  
COMMITTEE ON ALCOHOL AND DRUG ABUSE**

**WHEREAS**, there exists a Local Advisory Committee on Alcohol and Drug Abuse (LACADA) established to assist the governing body of the County of Gloucester in the development of an annual comprehensive plan regarding the care or rehabilitation for alcoholism and drug abuse, as set forth in N.J.S.A. 26:2B-33(d); and

**WHEREAS**, the members of the Committee serve at the pleasure of the Board of County Commissioners of the County of Gloucester, and the Board desires to appoint individuals to serve on the Committee for the year 2026.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester as follows:

1. That the following individuals are designated as members of the Local Advisory Committee on Alcohol and Drug Abuse to serve at the pleasure of the Board of County Commissioners for the year 2026:

- **William Dougherty**
- **Gail Slimm**
- **Charles Sarlo**
- **C. Laverne McGirt**
- **Colleen Thomas**
- **Wendy Rutecki**
- **Prosecutor's Office Representative**
- **Superintendent of Schools Representative**

2. That said appointments are subject to and contingent upon strict compliance by the appointees to all applicable State and County financial/ethical disclosure laws, rules, regulations and requirements;

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

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**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

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**LAURIE J. BURNS,  
CLERK OF THE BOARD**



**RESOLUTION APPOINTING MEMBERS TO THE LOCAL CITIZENS  
TRANSPORTATION ADVISORY COMMITTEE**

**WHEREAS**, Gloucester County receives funds under the Senior Citizen and Disabled Resident Transportation Assistance Act for expanded transportation service for elderly and disabled residents; and

**WHEREAS**, the above referenced legislation mandates that a special committee consisting of at least 51% consumers (senior citizens and/or handicapped persons) be established on a county level to oversee the distribution of these funds and to advise the Board of County Commissioners on any other transportation matters; and

**WHEREAS**, the Board of County Commissioners of the County of Gloucester desires to appoint individuals to this Committee to serve at the pleasure of the Board of County Commissioners for the year 2026.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester as follows:

1. That the following individuals are designated as members of the Local Citizens Transportation Advisory Committee to serve at the pleasure of the Board of County Commissioners for the year 2026:
  - **Nick Cressman**
  - **Cadie DiGiambatista**
  - **Robert Dazlich**
  - **Carol Weinhardt**
  - **Jackie Huston**
  - **NJ Transit Representative**
2. That said appointments are subject to and contingent upon strict compliance by the appointees to all applicable State and County financial/ethical disclosure laws, rules, regulations and requirements;

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

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**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

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**LAURIE J. BURNS,**  
**CLERK OF THE BOARD**

**RESOLUTION APPOINTING MEMBERS TO THE  
GLOUCESTER COUNTY MENTAL HEALTH BOARD**

**WHEREAS**, there currently exists a County Mental Health Board established in accordance with N.J.S.A. 30:9A-3, which provides valuable services to the Board of County Commissioners and the County of Gloucester; and

**WHEREAS**, the Board of County of Commissioners of the County of Gloucester desires to appoint individuals to the Mental Health Board to a term of three (3) years each; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County of Commissioners of the County of Gloucester as follows:

1. That the following individuals are each hereby appointed to serve as members of the Gloucester County Mental Health Board for a term of three (3) years, commencing on January 1, 2026 and concluding on December 31, 2028.
  - **Gloucester County Warden**
  - **Suzanne Smith**
  - **Rowan School of Osteopathic Med. Rep.**
2. That said appointments are subject to and contingent upon strict compliance by the appointees to all applicable State and County financial/ethical disclosure laws, rules, regulations and requirements.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

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**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

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**LAURIE J. BURNS,  
CLERK OF THE BOARD**

**RESOLUTION APPOINTING GLOUCESTER COUNTY MEMBERS  
TO THE NEW JERSEY ASSOCIATION OF COUNTIES**

**WHEREAS**, there presently exists a New Jersey Association of Counties, of which the County of Gloucester is a member; and

**WHEREAS**, Article IV, Section 2 of the New Jersey Association of Counties Constitution and Bylaws outlines the procedure by which County Commissioner Boards are to appoint their designated members to said Association.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County of Commissioners of the County of Gloucester as follows:

1. That the following individuals are each hereby appointed to serve as members of the New Jersey Association of Counties for the year 2026:
  - **Commissioner Jim Jefferson, Voting Member**
  - **Commissioner Matt Weng, First Alternate**
  - **Commissioner Tom Bianco, Second Alternate**
2. That said appointments are subject to and contingent upon strict compliance by the appointees to all applicable State and County financial/ethical disclosure laws, rules, regulations and requirements.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

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**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

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**LAURIE J. BURNS,  
CLERK OF THE BOARD**



**RESOLUTION APPOINTING A DEPUTY OEM COORDINATOR FOR  
THE COUNTY PURSUANT TO N.J.S.A. APP.A:9-42.1B**

**WHEREAS**, the County of Gloucester (“County”) previously appointed an Emergency Management Coordinator by Resolution adopted on January 5, 2024, and wishes to appoint two Deputy Office of Emergency Management (“OEM”) Coordinators pursuant to N.J.S.A. App.A:9-42.1B; and

**WHEREAS**, the Board of County of Commissioners of the County of Gloucester desires to appoint an individual with the requisite qualifications and experience to serve as Deputy OEM Coordinator for the Gloucester County Office of Emergency Management (“OEM”) for a term of three (3) years; and

**NOW THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester as follows:

1. That the following individual is hereby appointed to serve as Deputy OEM Coordinator for the Gloucester County Office of Emergency Management (“OEM”) for a term of three (3) years, commencing on January 1, 2026 and concluding on December 31, 2028.

• **Brittney Sullivan**

2. That said appointments are subject to and contingent upon strict compliance by the appointees to all applicable State and County financial/ethical disclosure laws, rules, regulations and requirements.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

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**LAURIE J. BURNS,  
CLERK OF THE BOARD**

**RESOLUTION APPOINTING MEMBERS TO THE  
GLOUCESTER COUNTY PLANNING BOARD**

**WHEREAS**, the Gloucester County Board of County Commissioners has established a Gloucester County Planning Board pursuant to N.J.S.A. 40:27-1; and

**WHEREAS**, N.J.S.A. 40:27-1 provides that appointments to the Gloucester County Planning Board shall be made by the Board of County Commissioners of the County of Gloucester, for a term of three (3) year per appointee.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester as follows:

1. That the following individuals are hereby appointed to serve as members of the Gloucester County Planning for a term of three (3) years each, commencing January 1, 2026 and terminating on December 31, 2028.

- **John Robinson**
- **Anna Marie Rosato**
- **Ryck Signor**

2. That said appointment is subject to and contingent upon strict compliance by the appointee to all applicable State and County financial/ethical disclosure laws, rules, regulations and requirements.

**ADOPTED** at a regular meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

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**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

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**LAURIE J. BURNS,  
CLERK OF THE BOARD**

**RESOLUTION APPOINTING MEMBERS TO THE  
POLICE ACADEMY ADVISORY CCOMMITTEE**

**WHEREAS**, by Resolution adopted on November 12, 1987, the Board of County Commissioners established the situs of the County Police Academy and created the Police Academy Advisory Committee of the County of Gloucester; and

**WHEREAS**, the Board of County of Commissioners of the County of Gloucester desires to appoint individuals to the Police Academy Advisory Committee for the year 2026; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County of Commissioners of the County of Gloucester as follows:

1. That the following individuals are each hereby appointed to serve as members of the Police Academy Advisory Committee for the year 2026:

- **Director of Emergency Response**
- **Civilian Member (Louis J. Butler)**
- **Chairperson/Civilian Member (Steven Pfeiffer)**
- **Glou. Co. Police Chief's Assoc. (Chief Matt Brenner)**
- **Glou. Co. Police Chief's Assoc. (Chief Thomas Ryan)**
- **Glou. Co. Police Chief's Assoc. (Chief Gary Kille)**
- **Prosecutor's Office designee**
- **Sheriff's Office designee**
- **Sheriff's Office designee**
- **Rowan College of South Jersey Representative**
- **Glou. Co. Police Academy Director**
- **Glou. Co. Police Academy Training Coord.**
- **Glou. Co. Prosecutor**
- **VP of Workforce Development-RCSJ**
- **Commissioner Liaison**
- **Commissioner Director**

2. That said appointments are subject to and contingent upon strict compliance by the appointees to all applicable State and County financial/ethical disclosure laws, rules, regulations and requirements.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

**LAURIE J. BURNS,  
CLERK OF THE BOARD**



**RESOLUTION APPOINTING MEMBERS TO THE ROWAN COLLEGE  
OF SOUTH JERSEY BOARD OF TRUSTEES SEARCH COMMITTEE**

**WHEREAS**, there currently exists a **ROWAN COLLEGE OF SOUTH JERSEY COLLEGE BOARD OF TRUSTEES SEARCH COMMITTEE** which provides valuable services to the Board of County Commissioners and the County of Gloucester; and

**WHEREAS**, the Board of County Commissioners desires to designate individuals to serve on this Committee, pursuant to N.J.S.A. 18A:64A-8.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester as follows:

1. That following individuals are hereby appointed to serve as members of the Rowan College of South Jersey College Board of Trustees Search Committee for the year 2026:
  - **COLLEEN COLLINS**
  - **EDWARD MUNIN**
  - **PHILLIP TARTAGLIONE**
  - **GENEVIEVE WITT**
  - **JACLYN KRACHUN**
2. That said appointments are subject to and contingent upon strict compliance by the appointees to all applicable State and County financial/ethical disclosure laws, rules, regulations and requirements.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

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**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

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**LAURIE J. BURNS,**  
**CLERK OF THE BOARD**

**RESOLUTION APPOINTING MEMBERS  
TO THE SENIOR SERVICES ADVISORY BOARD**

**WHEREAS**, there presently exists a Senior Services Advisory Board which provides valuable services to the Board of County Commissioners and serves at the pleasure of the Board; and

**WHEREAS**, the Board of County Commissioners desires to appoint members to the Senior Services Advisory Board for the year 2026.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County of Commissioners of the County of Gloucester as follows:

1. That the following individuals are designated as members of the Senior Services Advisory Board to serve at the pleasure of the Board of County Commissioners for the year 2026:
  - **Lin Tenaglia**
  - **Constance Fentress**
  - **Lacy Haynicz**
  - **Wilma Nagtegaal**
  - **Jacquelyn Love**
  - **Wayne Swanson, Sr.**
  - **Patricia Raggio**
  - **Dennis Dittmar**
  - **Carolyn H. Wallace**
  - **President of Glou. Co. Senior Citizen Org.**
  - **Rep. of Glou. Co. Nutrition Council**
2. That said appointments are subject to and contingent upon strict compliance by the appointees to all applicable State and County financial/ethical disclosure laws, rules, regulations and requirements.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

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**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

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**LAURIE J. BURNS,**  
**CLERK OF THE BOARD**

**RESOLUTION APPOINTING MEMBERS TO THE  
SOLID WASTE ADVISORY COUNCIL**

**WHEREAS**, N.J.S.A. 13:1e-20 provides that to assist each Board of County Commissioners in the development and formulation of the Solid Waste Management Plan, an Advisory Solid Waste Council shall be instituted; and

**WHEREAS**, the respective size, composition and membership of the Council shall be designated by the Board of County Commissioners; and

**WHEREAS**, the Board of County Commissioners desires to appoint members to the Solid Waste Advisory Council for the year 2026.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County of Commissioners of the County of Gloucester as follows:

1. That the following individuals are designated as members of the Solid Waste Advisory Council to serve at the pleasure of the Board of County Commissioners for the year 2026:

- **Eric Agren**
- **Scott Norcross**
- **Matthew J. Olejarski**
- **Joseph Marino**
- **Dale Miller**
- **Eric M. Campo**
- **Karen Jost**
- **Beth Christensen**
- **Commissioner Liaison to Public Works**

2. That said appointments are subject to and contingent upon strict compliance by the appointees to all applicable State and County financial/ethical disclosure laws, rules, regulations and requirements.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

**LAURIE J. BURNS,**  
**CLERK OF THE BOARD**



**RESOLUTION APPOINTING MEMBERS TO THE  
SOUTH JERSEY REGIONAL FILM COOPERATIVE**

**WHEREAS**, on March 18, 2020, the Board of County Commissioners of the County of Gloucester authorized a Memorandum of Understanding with the County of Camden to create the South Jersey Regional Film Commission; and

**WHEREAS**, the South Jersey Regional Film Commission is now known as the South Jersey Regional Film Cooperative; and

**WHEREAS**, the South Jersey Regional Film Cooperative will have a total of eight (8) members, with four (4) members appointed by the County of Gloucester, and four (4) members appointed by the County of Camden; and

**WHEREAS**, the members named to the South Jersey Regional Film Cooperative will serve an annual term; and

**WHEREAS**, the members will adopt By-Laws and appoint a Chair with executive powers and the Chair will act as the liaison to the Commissioner Boards and the South Jersey Regional Film Cooperative; and

**WHEREAS**, the Board of County Commissioners of the County of Gloucester desires to designate members to serve on the South Jersey Regional Film Cooperative for the year 2026.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester as follows:

1. That the following individuals are designated as members of the South Jersey Regional Film Cooperative for the year 2026;
  - **Economic Development Director**
  - **John Burzichelli**
  - **Michelle Shirey**
  - **Commissioner Joann Gattinelli**

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

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**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

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**LAURIE J. BURNS,  
CLERK OF THE BOARD**

**RESOLUTION APPOINTING MEMBERS TO THE  
GLOUCESTER COUNTY UTILITIES AUTHORITY**

**WHEREAS**, pursuant to N.J.S.A. 40:14B-4, the County created the Gloucester County Utilities Authority (“GCUA”) by resolution adopted on July 21, 1967, with a second resolution adopted on December 2, 1981, expanding the members from five (5) to nine (9); and

**WHEREAS**, the Board of County Commissioners of the County of Gloucester desires to appoint an individual to the Gloucester County Utilities Authority to a term of five (5) years; and

**NOW THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester as follows:

1. That the following individuals are hereby appointed to the Gloucester County Utilities Authority for a term of five (5) years each, commencing February 1, 2026 and terminating January 31, 2031:

- **Danielle Spence**
- **Frank Cianci**

2. That said appointment is subject to and contingent upon strict compliance by the appointee to all applicable State and County financial/ethical disclosure laws, rules, regulations and requirements.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

**LAURIE J. BURNS,  
CLERK OF THE BOARD**

**RESOLUTION APPOINTING MEMBERS TO THE ADVISORY BOARD  
FOR THE COUNTY VETERAN'S CEMETERY**

**WHEREAS**, the Board of County Commissioners of the County of Gloucester has made a substantial commitment to the effective and efficient operation of a final resting place for the veterans of Gloucester County; and

**WHEREAS**, there exists a County Veteran's Cemetery Advisory Board, which Board was created by resolution adopted by the Board of Commissioners on January 2, 2004; and

**WHEREAS**, the Board of County Commissioners desires to appoint annual members.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County of Commissioners of the County of Gloucester as follows:

1. That the following individuals are designated as members of the County Veteran's Cemetery to serve at the pleasure of the Board of County Commissioners for the year 2026:
  - **Commissioner Director**
  - **Commissioner Liaison**
  - **Commander, GC Vet Advisory Board**
  - **Director of Veteran's Affairs**
  - **Supervisor of Internment**
2. That said appointments are subject to and contingent upon strict compliance by the appointees to all applicable State and County financial/ethical disclosure laws, rules, regulations and requirements.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

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**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

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**LAURIE J. BURNS,  
CLERK OF THE BOARD**



**RESOLUTION APPOINTING MEMBERS TO THE  
VOTING ACCESSIBILITY ADVISORY COMMITTEE**

**WHEREAS**, in accordance with N.J.S.A. 19:8-3.7, there exists a Gloucester County Voting Accessibility Advisory Committee who is responsible for physically inspecting each polling place in the County, and for filing the polling place report, including a list of any inaccessible polling places with the Office of the Attorney General of the State of New Jersey and with the Gloucester County Board of Elections; and

**WHEREAS**, the members of said Committee serve at the pleasure of the Board of County Commissioners; and

**WHEREAS** the Board of County Commissioners desires to appoint members to the Voting Accessibility Advisory Committee for the year 2026.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester as follows:

1. That the following individuals are designated as members of the Gloucester County Voting Accessibility Advisory Committee to serve at the pleasure of the Board of County Commissioners for the year 2026:
  - Board of Elections - 4 members
  - Commissioner Director
  - Lynn McClintock
  - Lisa Cerny
  - Superintendent of Elections
  - Bernadette Forward
  - County Administrator
2. That said appointments are subject to and contingent upon strict compliance by the appointees to all applicable State and County financial/ethical disclosure laws, rules, regulations and requirements;

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

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**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

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**LAURIE J. BURNS,  
CLERK OF THE BOARD**

**RESOLUTION APPOINTING MEMBERS TO THE  
WORKFORCE DEVELOPMENT BOARD**

**WHEREAS**, there currently exists a Workforce Development Board consisting of members appointed pursuant to N.J.S.A. 34:15C-15, which serves the Gloucester County area; and

**WHEREAS**, it has been determined that there is a necessity for the appointment of members to the Gloucester County Workforce Development Board, and that all of the individuals to be appointed are qualified, and are desirous of serving on said Board.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester as follows:

1. That the following individuals are hereby appointed to serve as members of the Gloucester County Workforce Development Board for a term of three (3) years each, commencing January 1, 2026 and terminating on December 31, 2028.

- **Janet Garraty- Business Consultant**
- **Mitch McEntee- Business Member**
- **Anthony DeFabio-CBO/Labor**
- **President RCSJ**
- **Brigette Satchell - Education/Workforce**
- **Susan Heiken - Education/Workforce**
- **Janea Wilson - Education/Workforce - One Stop Career Ctr**
- **Stacey Smith - Education/Workforce-DVRS**
- **Stephen Hart - Education/Workforce-Title I-One Stop Career Ctr**
- **Economic Development Director**
- **Kenneth Barnshaw - Business Member**
- **Fred Keating - Education/Workforce**
- **Lauren Seery**

2. That said appointments are subject to and contingent upon strict compliance by the appointees to all applicable State and County financial/ethical disclosure laws, rules, regulations and requirements.

**ADOPTED** at a regular meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

**LAURIE J. BURNS,  
CLERK OF THE BOARD**

**RESOLUTION APPOINTING MEMBERS TO THE GLOUCESTER  
COUNTY YOUTH SERVICES COMMISSION**

**WHEREAS**, the County of Gloucester has a Youth Services Commission which is composed of members appointed pursuant to N.J.A.C. 13:90-2.4; and

**WHEREAS**, the Board of County Commissioners desires to appoint members to the Gloucester County Youth Services Commission for the year 2026.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of the County of Gloucester as follows:

1. 1. That the following individuals are designated as members of the Gloucester County Youth Services Commission to serve at the pleasure of the Board of County Commissioners for the year 2026:

- **Sonia Decencio**
- **Gerald Hodges**
- **Kenneth Ridinger**
- **Jennifer Rodriquez**
- **James Sampson**
- **County Prosecutor Representative**
- **DCF/DCP&P Representative**
- **Presiding Judge of Family Part**
- **Commissioner Director Representative**
- **Assistant Family Division Manager Representative**
- **Vicinage Chief Probation Officer Representative**
- **County Mental Health Administrator**
- **Superintendent of Schools Representative**
- **Superintendent of GCIT Representative**
- **Division of Human and Disability Service Director**
- **Associate VP of Together Youth Shelter**
- **Detention Center Director Representative**
- **Family Crisis Unit Representative**
- **Director of Addiction Services**
- **Workforce Development Representative**
- **County Public Defender Representative**
- **Law Enforcement Representative**

2. That said appointments are subject to and contingent upon strict compliance by the appointees to all applicable State and County financial/ethical disclosure laws, rules, regulations and requirements.

**ADOPTED** at the Annual Stated Meeting of the Board of County Commissioners of the County of Gloucester held on January 2, 2026 at Woodbury, New Jersey.



**COUNTY OF GLOUCESTER**

**FRANK J. DIMARCO, DIRECTOR**

**ATTEST:**

**LAURIE J. BURNS,**  
**CLERK OF THE BOARD**