



Agenda
Meeting of the Municipal Council
Wednesday, March 8, 2017
WORK SESSION 6:00 PM

Clerk to Call Meeting to Order/Roll Call.

Silent Prayer/Moment of Reflection.

Salute to the Flag.

A. Call / Call To Order

Items for Review:

- A. City Manager's Report on Issues Raised at Prior Council Meeting(s)
- B. Special Event Applications
- C. Review of Agenda Items for March 8, 2017 Regular Meeting
- D. Matters from City Council
- E. Matters from City Manager
 - 1. Discussion of New Mobile Payment Application for Parking by Mike Manzella, Transportation Manager
- F. Matters from City Attorney
- G. Regular meeting begins at 7:00 pm



Agenda
Meeting of the Municipal Council
Wednesday, March 8, 2017
REGULAR MEETING 7:00 PM

I. Executive Session - 4:00 p.m.

2017-95 Authorizing a meeting which excludes the public

A. Personnel

1. Department of Communtiy Development
2. Department of Social Services

B. Contract Negotiations

1. Sackman Enterprises for Proposed Building at 607 Mattison Ave.
2. Michaels Group-Renaissance Village

II. Regular Meeting - 7:00 p.m.

B. Silent Prayer/Moment of Reflection

C. Salute to the Flag

D. Announcement - Open Public Meetings Act

As to comply with the "Open Public Meetings Act," Chapter 231, P.L. 1975, adequate Notice of this meeting has been provided in the following manner: The Annual Notice was forwarded to the Asbury Park Press, The Coaster and The Star Ledger on January 3, 2017, and posted on the bulletin board the same date. All notices are on file with the City Clerk.

E. Public Participation

F. Minutes

- Executive Minutes of Feb. 22, 2017 4:00 PM
- Municipal Council - Work Session - Feb 22, 2017 6:00 PM
- Municipal Council - Regular Meeting - Feb 22, 2017 7:00 PM

G. Consent Agenda Resolutions

All matters listed on the Consent Agenda are presented collectively to the City Council, and will be considered for approval with one vote. These matters are considered to be routine in nature, and there will be no individual discussion of these items. If discussion is desired by one or more Council member(s) as to any particular item(s), then said item(s) shall be removed from the Consent Agenda and considered separately.

- 2017-96 Appointing Michael Capabianco as Temporary Purchasing Agent as per the Guidelines of LFN 2012-09
- 2017-97 A Resolution of the City of Asbury Park Releasing the Performance Bond for 613 Bangs Ave. (Block 2505, Lot 2.01 And Accepting Maintenance Guarantee
- 2017-98 Resolution Authorizing Issuance of Duplicate Tax Sale Certificate 402-7 #14-00017
- 2017-99 Resolution Cancelling and Refund of 2015-2017 P.I.L.O.T. Charges due to a 100% Disabled Veteran Exemption Pursuant N.J.S.A. 54:4-3.30 4202-3.30
- 2017-100 Award of Contract for Regional Contribution Agreement Project (198 De Witt Ave.)
- 2017-101 Award of Contract for Regional Contribution Agreement Project (1025 Sewall Ave.)

H. Individual Resolutions

- 2017-102 Resolution Awarding Contract for Affordable Housing ("COAH") Planner
- 2017-103 Resolution Amending Temporary Budget Appropriations for 2017 Budget
- 2017-104 Resolution Authorizing the Payment of Bills in the Amount of \$1,664,972.58
- 2017-105 Resolution Authorizing Change Order Number 1 for 2016 Road Program
- 2017-106 Resolution Authorizing Competitive Contracting for Emergency Medical Services
- 2017-107 Resolution Authorizing Appointments to the Sunset Lake Commission
- 2017-108 Appointment Members to the Zoning Board of Adjustment

I. Ordinances

1. Introduction

- 2017-10 Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a CAP Bank (N.J.S.A. 40A:4-45.14)
- 2017-11 An Ordinance Establishing Salaries of Certain Employees within the City of Asbury Park, Monmouth County, NJ

2. Second Reading/Public Hearing

2017-2 Bond Ordinance Providing for Various 2017 Capital Improvements, by and in the City of Asbury Park, in the County of Monmouth, State of New Jersey; Appropriating \$3,000,000 Therefor and Authorizing the Issuance of \$2,857,142 Bonds or Notes of the City to Finance Part of the Cost Thereof

J. Introduction of 2017 Municipal Budget

2017-109 Resolution Introducing the 2017 Municipal Budget

K. Adjournment

**RESOLUTION NO. 2017-95**

**City of Asbury Park
County of Monmouth
State of New Jersey**

AUTHORIZING A MEETING WHICH EXCLUDES THE PUBLIC**A. Personnel:**

1. Department of Community Development
2. Department of Social Services

B. Contract Negotiations:

1. Sackman Enterprises for proposed building at 607 Mattison Ave.
2. Michaels Group-Renaissance Village

I, CINDY A. DYE, City Clerk of the City of Asbury Park, Monmouth County, New Jersey, DO HEREBY CERTIFY the foregoing to be a true and exact copy of RESOLUTION NO. 2017-95 which was finally adopted by the City Council at a meeting held on the 8th day of March, 2017

CERTIFIED BY ME THIS 9th DAY OF March, 2017.

CINDY A. DYE
CITY CLERK



Minutes
Meeting of the Municipal Council
Wednesday, February 22, 2017
WORK SESSION

Attendee Name	Title	Status	Arrived
Eileen Chapman	Councilmember	Present	
Yvonne Clayton	Councilmember	Present	
Jesse Kendle	Councilmember	Absent	
Amy Quinn	Deputy Mayor	Present	
John Moor	Mayor	Present	
Cindy Dye	City Clerk	Present	
Michael Capabianco	City Manager	Present	
Frederick Raffetto	City Attorney	Present	

City Clerk Cindy Dye called the meeting to order at 6:00 PM.

City Manager's Report on Issues Raised at Prior Council Meeting(s)

City Manager Capabianco stated that he had no matters to discuss.

Special Event Applications

City Attorney Capabianco presented the special events applications.

Review of Agenda Items for February 22, 2017 Regular Meeting

City Manager Capabianco reviewed the agenda with the City Council.

Matters from City Council

Council Member Clayton dated that on March 3 @ 7 p.m. an expungement workshop will be held at St. Stephens. The Rotary Club is giving away free computers to those in need. Last night was the master plan reexam meeting was held and there was a great turn out. The next meeting March 15 at 6 p.m. Trinity Church gym.

Matters from City Planner

1. Request for installation of streetscape amenities in the Public R-O-W for 1101, 1105 and 1183 Main Street presented by Michele Alonso, Director of Planning and Redevelopment

City Planner Alonso discussed the request for installation of streetscape amenities in the public right-of-way for 1101, 1105 and 1183 Main Street (proposed Dollar Tree store).

Mark Steinberg, Esquire was present on behalf of the applicant.

2. Proposal for 1003 Bond Street (block 2703, Lot 2) for encroachment in public R-O-W for private parking for residential development.

City Planner Alonso presented the proposal for 1003 Bond Street for an encroachment in public right-of-way for private parking for residential development. The Council requested additional information and elevations for their review and consideration.

Matters from City Manager

City Manager Capabianco stated that the water company will be doing upgrades on 4th Avenue for approximately 6-8 weeks.

Matters from City Attorney

City Attorney Raffetto had no matters to discuss.

Regular Meeting begins at 7:00 p.m.

Respectfully submitted by:

Cindy A. Dye, RMC, City Clerk

Minutes Acceptance: Minutes of Feb 22, 2017 6:00 PM (Minutes)



Minutes
Meeting of the Municipal Council
Wednesday, February 22, 2017
REGULAR MEETING

Executive Session - 4:00 p.m.

2017-77 Authorizing a meeting which excludes the public

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Moor, Mayor
SECONDER:	Eileen Chapman, Councilmember
AYES:	Eileen Chapman, Yvonne Clayton, Amy Quinn, John Moor
ABSENT:	Jesse Kendle

Attendee Name	Title	Status	Arrived
Eileen Chapman	Councilmember	Present	
Yvonne Clayton	Councilmember	Present	
Jesse Kendle	Councilmember	Absent	
Amy Quinn	Deputy Mayor	Present	
John Moor	Mayor	Present	
Cindy Dye	City Clerk	Present	
Michael Capabianco	City Manager	Present	
Frederick Raffetto	City Attorney	Present	

City Clerk Cindy Dye called the meeting to order at 7:00 PM.

PROCLAMATION RECONIZING THOMAS HUTH FOR HIS COMMUNITY CONTRIBUTIONS

The City Council presented Thomas Huth for his contributions to the community.

MATTERS FROM CITY COUNCIL

The Council had no further matters to discuss.

MATTERS FROM CITY MANAGER

The City Manager had no matters to discuss.

MATTERS FROM CITY ATTORNEY

The City Attorney had no matters to discuss.

PUBLIC PARTICIPATION

Motion made by Deputy Mayor Quinn to open the meeting to the public. Motion seconded by Council Member Clayton.

The following members of the public spoke: Jordan Modell, Rita Marano, Tracy Rogers, Gloria Nunias, Felicia Simmons and Jennifer Troy.

Motion made by Deputy Mayor Quinn to close the meeting to the public. Motion seconded by Council Member Chapman.

MINUTES

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Eileen Chapman, Councilmember
SECONDER:	Yvonne Clayton, Councilmember
AYES:	Eileen Chapman, Yvonne Clayton, Amy Quinn, John Moor
ABSENT:	Jesse Kendle

1. Executive Session Minutes of Feb 8, 2017 4:00 PM
2. Municipal Council - Work Session - Feb 8, 2017 6:00 PM **Accepted**
3. Municipal Council - Regular Meeting - Feb 8, 2017 7:00 PM **Accepted**

CONSENT AGENDA RESOLUTIONS

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Eileen Chapman, Councilmember
SECONDER:	Amy Quinn, Deputy Mayor
AYES:	Eileen Chapman, Yvonne Clayton, Amy Quinn, John Moor
ABSENT:	Jesse Kendle

- 2017-78 Resolution Approving Special Event Applications
- 2017-79 Award of Contract for Regional Contribution Agreement Project (823 Central Ave.)
- 2017-80 Resolution to Credit Sewer Account 1703-6 Strickland
- 2017-81 Resolution to Credit Sewer Account 603-12 Roden
- 2017-82 Resolution Cancelling 2016 Taxes due to 100% Veteran Exemption 2505-4.906
- 2017-83 Resolution Approving Disposition of Surplus Property
- 2017-84 Resolution Rejecting Development Proposals for City Hall and Transportation Center Sites

Minutes Acceptance: Minutes of Feb 22, 2017 7:00 PM (Minutes)

2017-85 Resolution Approving Cancellation of Exchange Migration Contract with SHI

INDIVIDUAL RESOLUTIONS

2017-86 Resolution Amending Temporary Budget Appropriations for 2017 Budget

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Yvonne Clayton, Councilmember
SECONDER:	John Moor, Mayor
AYES:	Eileen Chapman, Yvonne Clayton, Amy Quinn, John Moor
ABSENT:	Jesse Kendle

2017-87 Resolution Authorizing the Payment of Bills

Mayor Moor abstains from line item 7-01-23-220-000-209.

Council Member Chapman abstains from P.O. 17-00221.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Amy Quinn, Deputy Mayor
SECONDER:	Yvonne Clayton, Councilmember
AYES:	Eileen Chapman, Yvonne Clayton, Amy Quinn, John Moor
ABSENT:	Jesse Kendle

2017-88 Resolution Terminating the Medical Coverage Purchase Plan

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Amy Quinn, Deputy Mayor
SECONDER:	Eileen Chapman, Councilmember
AYES:	Eileen Chapman, Yvonne Clayton, Amy Quinn, John Moor
ABSENT:	Jesse Kendle

2017-89 Resolution Authorizing a Bike Share Concession within the City of Asbury Park

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Eileen Chapman, Councilmember
SECONDER:	Amy Quinn, Deputy Mayor
AYES:	Eileen Chapman, Yvonne Clayton, Amy Quinn, John Moor
ABSENT:	Jesse Kendle

2017-90 Authorizing the Extension of the Transport of Liquid Sludge through May 27, 2018

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Yvonne Clayton, Councilmember
SECONDER:	Eileen Chapman, Councilmember
AYES:	Eileen Chapman, Yvonne Clayton, Amy Quinn, John Moor
ABSENT:	Jesse Kendle

2017-91 Authorizing T&M Associates to perform LSRP services

Minutes Acceptance: Minutes of Feb 22, 2017 7:00 PM (Minutes)

RESULT: ADOPTED [UNANIMOUS]
MOVER: Yvonne Clayton, Councilmember
SECONDER: John Moor, Mayor
AYES: Eileen Chapman, Yvonne Clayton, Amy Quinn, John Moor
ABSENT: Jesse Kandle

2017-92 Resolution Authorizing Appointments to the Sunset Lake Commission

The City Clerk announced that the Council wishes to appoint Jaimee Nadell as Alternate 1 with a term expiring 6/30/2019.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Eileen Chapman, Councilmember
SECONDER: Amy Quinn, Deputy Mayor
AYES: Eileen Chapman, Yvonne Clayton, Amy Quinn, John Moor
ABSENT: Jesse Kandle

2017-93 Resolution Awarding Contract for Affordable Housing ("COAH") Planner

RESULT: TABLED [UNANIMOUS]
Next: 3/8/2017 7:00 PM
MOVER: Amy Quinn, Deputy Mayor
SECONDER: John Moor, Mayor
AYES: Eileen Chapman, Yvonne Clayton, Amy Quinn, John Moor
ABSENT: Jesse Kandle

2017-94 Appointing an Acting Prosecutor and Acting Public Defender as per the Assignment Judge

RESULT: ADOPTED [UNANIMOUS]
MOVER: Eileen Chapman, Councilmember
SECONDER: Yvonne Clayton, Councilmember
AYES: Eileen Chapman, Yvonne Clayton, Amy Quinn, John Moor
ABSENT: Jesse Kandle

ORDINANCES

Second Reading/Public Hearing

2017-7 Ordinance Amending and Supplementing Ordinance 2016-19 Establishing a Restricted Parking Space for Use by Handicapped Persons by Amending the Location from 1215 Springwood Avenue, Designated as Block 1103, Lot 48, to 215 Dewitt Avenue, Designated as Block 1006, Lot 10 in the City of Asbury Park, and Amending and Supplementing Section 7-36, Entitled, "Handicapped Parking," Of Chapter VII, "Traffic," of the "Revised General Ordinances of the City of Asbury Park, New Jersey."

Motion made by Council Member Chapman to open Ordinance 2017-7 to the public and seconded by Deputy Mayor Quinn.

No on from the public spoke.

Motion made by Deputy Mayor Quinn to close Ordinance 2017-7 to the public and seconded by Council Member Clayton.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Eileen Chapman, Councilmember
SECONDER:	Yvonne Clayton, Councilmember
AYES:	Eileen Chapman, Yvonne Clayton, Amy Quinn, John Moor
ABSENT:	Jesse Kendle

2017-8 Amending and Supplementing Chapter II “Administration” Section 2-45.3 “Membership” Wesley Lake Commission) of the “Code of the City of Asbury Park, New Jersey.”

Motion made by Council Member Chapman to open Ordinance 2017-8 to the public and seconded by Deputy Mayor Quinn.

No one spoke from the public.

Motion made by Deputy Mayor Quinn to close Ordinance 2017-8 to the public and seconded by Council Member Chapman.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Eileen Chapman, Councilmember
SECONDER:	Amy Quinn, Deputy Mayor
AYES:	Eileen Chapman, Yvonne Clayton, Amy Quinn, John Moor
ABSENT:	Jesse Kendle

2017-9 An Ordinance Amending and Supplementing Chapter II “Fire Department” Article IX “Fees for Emergency Medical Services” of the “Code of the City of Asbury Park, New Jersey.”

Motion made by Council Member Clayton to open Ordinance 2017-9 to the public and seconded by Council Member Chapman.

The following people spoke: Rita Marano and Louis Murray.

Motion made by Deputy Mayor Quinn to close Ordinance 2017-9 to the public and seconded by Council Member Chapman.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Eileen Chapman, Councilmember
SECONDER:	Yvonne Clayton, Councilmember
AYES:	Eileen Chapman, Yvonne Clayton, Amy Quinn, John Moor
ABSENT:	Jesse Kendle

ADJOURNMENT

The meeting was adjourned at 7:45 PM

Respectfully submitted by:

Cindy A. Dye, RMC, City Clerk



RESOLUTION NO. 2017-96

**City of Asbury Park
County of Monmouth
State of New Jersey**

APPOINTING MICHAEL CAPABIANCO AS TEMPORARY PURCHASING AGENT AS PER THE GUIDELINES OF LFN 2012-09

WHEREAS, January 1, 2011 commenced the revision to the Local Public Contracts Law which created a bid threshold of \$17,500 for municipalities without a Qualified Purchasing Agent or \$36,000 for municipalities with a Qualified Purchasing Agent, as amended, and

WHEREAS, not having a Qualified Purchasing Agent can reduce state aid due to the deduction of ‘points’ in the Best Practices Questionnaire, and

WHEREAS, N.J.S.A. 40A:11-9 (G) provides for the appointment of a Temporary Purchasing Agent of a person who does not possess the appropriate certificate; and

WHEREAS, the City has been without a staff member holding the purchasing certification
on April 1, 2016 ; and

WHEREAS, Michael Capabianco shall serve as the Temporary Purchasing Agent as per LFN 2012-09 with no compensation.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the City of Asbury Park (the “City”), in the County of Monmouth, State of New Jersey that Michael Capabianco shall serve as the Temporary Purchasing Agent as per LFN 2012-09

I, CINDY A. DYE, City Clerk of the City of Asbury Park, Monmouth County, New Jersey, DO HEREBY CERTIFY the foregoing to be a true and exact copy of RESOLUTION NO. 2017-96 which was finally adopted by the City Council at a meeting held on the 8th day of March, 2017

CERTIFIED BY ME THIS 9th DAY OF March, 2017.

CINDY A. DYE
CITY CLERK



RESOLUTION NO. 2017-97

**City of Asbury Park
County of Monmouth
State of New Jersey**

A RESOLUTION OF THE CITY OF ASBURY PARK RELEASING THE PERFORMANCE BOND FOR 613 BANGS AVE. (BLOCK 2505, LOT 2.01 AND ACCEPTING MAINTENANCE GUARANTEE

WHEREAS, InSite Engineering, LLC has inspected 613 Bangs Avenue (Block 2505, Lot 2.01); and

WHEREAS, InSite Engineering, LLC has determined that the condition of the improvements is satisfactory; and

WHEREAS, it is the recommendation of the InSite Engineering, LLC that the City of Asbury Park release the Performance Guarantee in the amount of \$9,312.00 and upon a posting of the two (2) year Maintenance Guarantee in the amount of \$1,164.00, provided that the release of the Performance Bond is contingent upon the payment of all outstanding escrow invoices.

WHEREAS, it is the intention of the City Council and in the best interest of the City of Asbury Park to release the Performance Guarantee and accept a two year Maintenance Guarantee in the amount referenced herein, contingent upon the payment of all outstanding escrow invoices, in accordance with the InSite Engineering, LLC's recommendations.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the city of Asbury Park that the performance guarantee in the amount of \$9,312.00 be released for the improvements described above and accept a two (2) year maintenance guarantee of \$1,164.00 as well.

BE IT FURTHER RESOLVED that copies of this resolution shall be provided to the Finance Director, InSite Engineering, LLC, Planning Board Secretary and applicant for their information and attention.

I, CINDY A. DYE, City Clerk of the City of Asbury Park, Monmouth County, New Jersey, DO HEREBY CERTIFY the foregoing to be a true and exact copy of RESOLUTION NO. 2017-97 which was finally adopted by the City Council at a meeting held on the 8th day of March, 2017

CERTIFIED BY ME THIS 9th DAY OF March, 2017.

CINDY A. DYE
CITY CLERK



RESOLUTION NO. 2017-98

**City of Asbury Park
County of Monmouth
State of New Jersey**

**RESOLUTION AUTHORIZING ISSUANCE OF DUPLICATE TAX SALE
CERTIFICATE 402-7 #14-00017**

WHEREAS, Certificate of Sale #14-00017 was sold to I & B Business Corp. on December 18th, 2014 for Block 402 Lot 7, also known as 917-921 Memorial Drive, Asbury Park, NJ, and

WHEREAS, per letter from Attorney Stanley Spector, attorney acting on behalf of I & B Business Corp. stating that said Certificate of Sale has been misplaced by I & B, and

WHEREAS, the fee of \$100.00, paid via check #3026, to issue a duplicate tax sale certificate has been received;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Asbury Park, that the Tax Collector is hereby authorized to prepare a duplicate Certificate of Sale for Certificate #14-00017 as well as void the original certificate.

I, CINDY A. DYE, City Clerk of the City of Asbury Park, Monmouth County, New Jersey, DO HEREBY CERTIFY the foregoing to be a true and exact copy of RESOLUTION NO. 2017-98 which was finally adopted by the City Council at a meeting held on the 8th day of March, 2017

CERTIFIED BY ME THIS DAY OF , .

CINDY A. DYE
CITY CLERK



RESOLUTION NO. 2017-99

**City of Asbury Park
County of Monmouth
State of New Jersey**

RESOLUTION CANCELLING AND REFUND OF 2015-2017 P.I.L.O.T. CHARGES DUE TO A 100% DISABLED VETERAN EXEMPTION PURSUANT N.J.S.A. 54:4-3.30 4202-3.30

WHEREAS, the Tax Collector has requested authorization for the cancellation of real estate taxes for persons receiving 100% Disabled Veteran's Exemption; and

WHEREAS, pursuant resolution # 2017-57 has opted out of Paramount Homes Financial agreement to fully disabled veteran; and

WHEREAS, the Tax Collector has requested to refund PILOT charges on Block 4202 Lot 3.17 Qualifier C2309 in the amount of \$6,002.71 for the 2015 administrative fee and all 4 quarters of 2016 and cancel PILOT billing for as long as the current owner Mr. Steven Levenson is the assessed owner, and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Asbury Park, County of Monmouth, State of New Jersey, as follows:

- 1.) That the Mayor and City Council do hereby authorize the Tax Collector for the City of Asbury Park to cancel taxes for 2017 due to 100% disabled veteran's exemption.
- 2.) That the Mayor and City Council do hereby authorize the Tax Collector for the City of Asbury Park to refund the amount of \$6,002.71 for the 2015 administrative fee and all 4 quarters of 2016 to Mr. Steven Levenson.

I, CINDY A. DYE, City Clerk of the City of Asbury Park, Monmouth County, New Jersey, DO HEREBY CERTIFY the foregoing to be a true and exact copy of RESOLUTION NO. 2017-99 which was finally adopted by the City Council at a meeting held on the 8th day of March, 2017

CERTIFIED BY ME THIS DAY OF , .

CINDY A. DYE
CITY CLERK

ZIPP TANNENBAUM & CACCAVELLI, LLC

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CHARLES APPLEBAUM
OF COUNSEL
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VIA EMAIL AND REGULAR MAIL

March 1, 2017

Mr. Tyron Young, C.T.C.
Tax Collector of Asbury Park
City of Asbury Park
One Municipal Plaza
Asbury Park, New Jersey 07712

**Re: Levenson, Steven I. & Arlene Ann v. Asbury Park City
Block 4202, Lot 3.17 Qual.: C2309; 1501 Ocean Avenue, Unit 2309
Account Id. No. 00004602**

Dear Mr. Young:

I represent the owners of the above referenced property, Steven I. and Arlene A. Levenson. Mr. Levenson just forwarded to me a delinquency notice for payment of PILOT charges relating to the above property. In January of this year, the Asbury Park City Council passed Resolution No. 2717-57 granting the owner's address to opt out of the Financial Agreement applicable to this property. A copy of the Resolution is attached for your convenience. You will also note that the Resolution states that Mr. Levenson is being allowed "to opt out to avail himself of the provisions of N.J.S.A. 54:4-3.30" (tax exemption for 100% disabled veterans).

As the Governing Body has granted and accepted Mr. Levenson's request to opt out of the PILOT, Mr. Levenson's property would return to conventional property taxation for 2017. The Tax Assessor and the City Council both recognize that Mr. Levenson qualifies for tax exemption from the payment of real property taxes under the provisions of N.J.S.A. 54:4-3.30 as a veteran who was 100% disabled as a result of injuries suffered in time of war. Consequently, there are no taxes due for the 2017 tax year and I trust that the delinquency notice that Mr. Levenson received was sent in error.

Attachment: 4202-3.17 Disabled Veteran Docs 3-2-17 (2017-99 : Resolution Cancelling and Refund of 2015-2017 P.I.L.O.T. Charges 4202-3.30)

ZIPP TANNENBAUM & CACCAVELLI, LLC

Mr. Young, C.T.C.

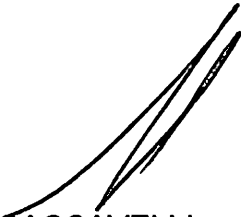
March 1, 2017

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Kindly cancel any lien and amount due regarding 2017 taxes. I would ask that you respond back to me to confirm that in fact the delinquency has been eliminated.

If you have any questions, please feel free to call me.

Best regards,



MICHAEL J. CACCAVELLI

MJC/sd

cc: Harry Haushalter, Esq. (via email)
Erick Aguiar, Tax Assessor (via email)
Jennifer L. Credidio, Esq. (via email)
Steven I. Levenson (via email)

Attachment: 4202-3.17 Disabled Veteran Docs 3-2-17 (2017-99 : Resolution Cancelling and Refund of 2015-2017 P.I.L.O.T. Charges 4202-3.30)



RESOLUTION NO. 2017-57

**City of Asbury Park
County of Monmouth
State of New Jersey**

**RESOLUTION APPROVING APPLICATION TO OPT OUT OF PARAMOUNT
HOMES FINANCIAL AGREEMENT TO FULLY DISABLED VETERAN**

WHEREAS, the City has entered into that certain "Amended and Restated Financial Agreement" dated as of January 2010 with respect to the Paramount Homes project located at 1501 Ocean Avenue (the "Financial Agreement"); and

WHEREAS, N.J.S.A. 54:4-3.30 provides that a 100% permanently disabled veteran with a service-related disability may be exempted from the payment of real property taxes, but does not address payments in lieu of taxes; and

WHEREAS, Steven Ira Levenson (the "Owner") is the owner of a condominium unit identified as Block 4202, Lot 3.17, Qual. C2309 (the "Unit"), which is subject to the Financial Agreement; and

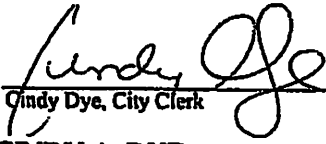
WHEREAS, the Owner has expressed a desire to opt out of the Financial Agreement in order to avail himself of the provisions of N.J.S.A. 54:4-3-30; and

WHEREAS, the City feels that it is appropriate, in this specific, limited circumstance, to permit the Owner to opt out of the Financial Agreement in order to effectuate the intent of N.J.S.A. 54:4-3.30,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Asbury Park, County of Monmouth, State of New Jersey that Steven Ira Levens is hereby approved to opt out of the Financial Agreement in order to avail himself of the provisions of N.J.S.A. 54:4-3-30.

I, CINDY A. DYE, City Clerk of the City of Asbury Park, Monmouth County, New Jersey, DO HEREBY CERTIFY the foregoing to be a true and exact copy of RESOLUTION NO. 2017-57 which was finally adopted by the City Council at a meeting held on the 25th day of January, 2017

CERTIFIED BY ME THIS 26th DAY OF January, 2017.


 Cindy Dye, City Clerk 1/26/2017
CINDY A. DYE
CITY CLERK

✓ Vote Record - Resolution 2017-57						
☒ Adopted			Yes/Aye	No/Nay	Abstain	Absent
☐ Adopted as Amended	Eileen Chapman	Second	☒	☐	☐	☐
☐ Defeated	Yvonne Clayton	Mover	☒	☐	☐	☐
☐ Tabled	Jesse Kendle	Voter	☒	☐	☐	☐
☐ Withdrawn	Amy Quinn	Voter	☒	☐	☐	☐
	John Moor	Voter	☒	☐	☐	☐



RESOLUTION NO. 2017-100

**City of Asbury Park
County of Monmouth
State of New Jersey**

AWARD OF CONTRACT FOR REGIONAL CONTRIBUTION AGREEMENT PROJECT (198 DE WITT AVE.)

WHEREAS, request for estimates for Regional Contribution Agreement (“RCA”) project located at 198 De Witt Ave. were received by the City Clerk on February 15, 2017; and

WHEREAS, the results of those estimates are as follows:

CONTRACTOR	ESTIMATE
Anpe Corp.	\$17,680
Kings Control	\$20,625
Staff Estimate	\$21,150

WHEREAS, Kings Control failed to submit the estimate to the city Clerk in a timely manner therefore, Kings Control is disqualified.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Asbury Park as follows:

1. The contract for the RCA project located at 198 De Witt Ave. be awarded to Anpe Corp., for an amount not to exceed \$17,680, in accordance with the selection of the property owner, Jennifer Penn, subject of Certification of Funds from the Finance Officer.

I, CINDY A. DYE, City Clerk of the City of Asbury Park, Monmouth County, New Jersey, DO HEREBY CERTIFY the foregoing to be a true and exact copy of RESOLUTION NO. 2017-100 which was finally adopted by the City Council at a meeting held on the 8th day of March, 2017

CERTIFIED BY ME THIS 9th DAY OF March, 2017.

CINDY A. DYE
CITY CLERK



City of Asbury Park

MUNICIPAL BUILDING ONE MUNICIPAL PLAZA
 ASBURY PARK, NEW JERSEY 07712-7000
 TEL: (732) 775-2100
 FAX: (732) 502-5738

MEMO

Department of Community Development

City Council

John Moor, Mayor
 Amy Quinn, Deputy Mayor
 Yvonne Clayton
 Jesse Kendle
 Eileen Chapman

Michael Capabianco, City Manager

TO: Cindy Dye, City Clerk
 FROM: Carrie Jeannot
 RE: Review / Award of RCA Funding
 DATE: March 1, 2017

This notice serves to announce the results and selection by the homeowner and make publicly known the awarding of RCA funding.

The following estimate was received for the RCA Project located at 198 DeWitt Avenue–Jennifer Penn – Investment Property – Single Family

Contractor	Estimate
Anpe Corp.	\$17,680
Kings Control	\$20,625
Staff Estimate	\$21,150

Kings Control failed to submit the estimate to the City Clerk, failed to submit estimate on Work Write Up and the Owner's Certification of Inspection was not signed. Therefore, Kings is disqualified.

The owner has selected Anpe Corp. at a cost of \$17,680.

cj

Attachment

Attachment: RCA 198 De Witt (2017-100 : RCA - 198 De Witt)

Mar. 1. 2017 3:25PM

No. 0680 P. 1

CITY OF ASBURY PARK
HOUSING REHABILITATION PROGRAM
BID RESULTS FORM

OWNER: Jennifer Penn DUE DATE: 02/15/2017
 ADDRESS: 198 DeWitt Avenue DATE OPENED: _____
Asbury Park, NJ 07712 STAFF ESTIMATE: \$21,150
\$17,977-\$24,322

PROGRAM BIDS ARE FOR: Regional Contribution Agreement

THE FOLLOWING ARE THE BID RESULTS FOR THE ABOVE PROPERTY:

CONTRACTOR	BID AMOUNT
1. <u>Anpe Corp</u>	<u>17,680</u>
2. <u>Kings Control</u>	<u>20,625</u>
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____

Reasonableness of cost criteria: HAS HAS NOT _____ been met by one or more bidders.

OWNER SELECTION AND ACKNOWLEDGMENT

Based on the above Bid Results, I hereby acknowledge my selection of: Anpe Corp
 at a cost of: 17,680
 for the work on my property at the above address. I understand that I may select any bidder listed, but that if my choice is other than the lowest bidder, I will provide the difference in cost between the lowest bid and that selected.

I further acknowledge that if the selected bid amount exceeds the amount of funding available through the City's designated program for which I am eligible, I am responsible for paying any costs which exceed that eligible amount.

If low bidder is not selected, give reason:

OWNER: Jennifer Penn DATE 3/1/2017
 Jennifer Penn

OWNER: Jennifer P. DATE _____

NOTE: KINGS CONTROL FAILED TO SUBMIT PACKAGE TO CITY CLERK, FAILED TO SUBMIT ESTIMATE ON WORK WRITE UP AND FAILED TO SUBMIT OWNER'S CERTIFICATION OF INSPECTION. THEREFORE, KINGS CONTROL IS DISQUALIFIED.

Attachment: RCA 198 De Witt (2017-100 : RCA - 198 De Witt)

FINANCE DEPARTMENT**DIVISIONS:**

ACCOUNTS AND CONTROL
PURCHASING
PAYROLL
TAX ASSESSMENT
TAX COLLECTION
INFORMATION SYSTEMS

CITY COUNCIL

JOHN B. MOOR, MAYOR
AMY QUINN, DEPUTY MAYOR
YVONNE CLAYTON
JESSE KENDLE
EILEEN CHAPMAN

MICHAEL N. CAPABIANCO, CITY MANAGER
JoANN BOOS, CFO

**CITY OF ASBURY PARK
CERTIFICATION OF FUNDS**

Pursuant to N.J.S.A. 40a:4-57, N.J.A.C. 5:345-, and any other applicable requirements, I, JoAnn Boos, Chief Financial Officer of the City of Asbury Park, hereby certify that there are available sufficient uncommitted appropriations in Account T-38-286-56-000-000 of the City of Asbury Park to approve contract for Regional Contribution Agreement Project (198 DeWitt Ave.) in the amount of \$17,680.00.

With: Anpe Corporation

For: Regional Contribution Agreement Project

In line item appropriation(s) as follows:
T-38-286-56-000-000

Contract period: N/A

Contract amount: \$17,680.00

Amount certified: \$17,680.00

Dated: March 8, 2017



JoAnn Boos, Chief Financial Officer

City of Asbury Park
Resolution Date 03/08/2017

Attachment: RCA 198 DeWitt \$17,680.00 (2017-100 : RCA - 198 De Witt)



RESOLUTION NO. 2017-101

**City of Asbury Park
County of Monmouth
State of New Jersey**

AWARD OF CONTRACT FOR REGIONAL CONTRIBUTION AGREEMENT PROJECT (1025 SEWALL AVE.)

WHEREAS, request for estimates for Regional Contribution Agreement (“RCA”) project located at 1025 Sewall Ave. were received by the City Clerk on February 15, 2017; and

WHEREAS, the results of those estimates are as follows:

CONTRACTOR	ESTIMATE
Kings Control	\$15,550
Anpe Corp.	\$17,700
Magee Contracting	\$20,000
Staff Estimate	\$15,540

WHEREAS, Kings Control failed to submit the estimate to the City Clerk in a timely manner and is disqualified; and

WHEREAS, Magee Contracting is over the 15% of the staff estimate and therefore is disqualified.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Asbury Park as follows:

1. The contract for the RCA project located at 1025 Sewall Ave, be awarded to Anpe Corp., for an amount not to exceed \$17,700, in accordance with the selection of the property owner, Joanne Roesing, subject of Certification of Funds from the Finance Officer.

I, CINDY A. DYE, City Clerk of the City of Asbury Park, Monmouth County, New Jersey, DO HEREBY CERTIFY the foregoing to be a true and exact copy of RESOLUTION NO. 2017-101 which was finally adopted by the City Council at a meeting held on the 8th day of March, 2017

CERTIFIED BY ME THIS 9th DAY OF March, 2017.

CINDY A. DYE
CITY CLERK



City of Asbury Park

MUNICIPAL BUILDING ONE MUNICIPAL PLAZA

ASBURY PARK, NEW JERSEY 07712-7000

TEL: (732) 775-2100

FAX: (732) 502-5738

City Council

John Moor, Mayor

Amy Quinn, Deputy Mayor

Yvonne Clayton

Jesse Kendle

Eileen Chapman

Michael Capabianco, City Manager

Department of Community Development

MEMO

TO: Cindy Dye, City Clerk

FROM: Carrie Jeannot

RE: Review / Award of RCA Funding

DATE: March 1, 2017

This notice serves to announce the results and selection by the homeowner and make publicly known the awarding of RCA funding.

The following estimate was received for the RCA Project located at 1025 Sewall Avenue—Joanne Roesing – Investment Property – Single Family

Contractor	Estimate
Kings Control	\$15,550
Anpe Corp.	\$17,700
Magee Contracting	\$20,000
Staff Estimate	\$15,540

Kings Control failed to submit the estimate to the City Clerk, failed to submit estimate on Work Write Up and the Owner's Certification of Inspection was not signed. Magee Contracting is over 15% of the Staff Estimate. Therefore, Kings Control and Magee Contracting are disqualified.

The owner has selected Anpe Corp. at a cost of \$17,700.

cj

Attachment

Attachment: RCA 1025 Sewall (2017-101 : RCA - 1025 Sewall Ave.)

CITY OF ASBURY PARK
HOUSING REHABILITATION PROGRAM
BID RESULTS FORM

OWNER: Joanne Roesing DUE DATE: 02/15/2017
 ADDRESS: 1025 Sewall Avenue DATE OPENED: _____
Asbury Park, NJ 07712 STAFF ESTIMATE: \$15,540
\$13,209-\$17,871

PROGRAM BIDS ARE FOR: Regional Contribution Agreement

THE FOLLOWING ARE THE BID RESULTS FOR THE ABOVE PROPERTY:

CONTRACTOR	BID AMOUNT
1. <u>Magee Contracting</u>	<u>\$20,000</u>
2. <u>Anpe Corp</u>	<u>+17,700</u>
3. <u>Kings Control</u>	<u>\$15,550</u>
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____

Reasonableness of cost criteria: HAS HAS NOT _____ been met by one or more bidders.

OWNER SELECTION AND ACKNOWLEDGMENT

Based on the above Bid Results, I hereby acknowledge my selection of:

ANPE CORP at a cost of: 17,700.00
 for the work on my property at the above address. I understand that I may select any bidder listed, but that if my choice is other than the lowest bidder, I will provide the difference in cost between the lowest bid and that selected.

I further acknowledge that if the selected bid amount exceeds the amount of funding available through the City's designated program for which I am eligible, I am responsible for paying any costs which exceed that eligible amount.

If low bidder is not selected, give reason:

OWNER: Joanne Roesing
Joanne Roesing

DATE 2-24-2017

OWNER: _____

DATE _____

NOTE: MAGEE CONTRACTING IS OVER 15% OF THE STAFF ESTIMATE. KINGS CONTROL FAILED TO SUBMIT PACKAGE TO CITY CLERK, FAILED TO ESTIMATE ON WORK WRITE UP AND DID NOT GET OWNER'S CERTIFICATION OF INSPECTION SIGNED.

THEREFORE, MAGEE CONTRACTING & KINGS CONTROL ARE DISQUALIFIED.

Attachment: RCA 1025 Sewall (2017-101 : RCA - 1025 Sewall Ave.)

FINANCE DEPARTMENT
DIVISIONS:
 ACCOUNTS AND CONTROL
 PURCHASING
 PAYROLL
 TAX ASSESSMENT
 TAX COLLECTION
 INFORMATION SYSTEMS



CITY COUNCIL
JOHN B. MOOR, MAYOR
AMY QUINN, DEPUTY MAYOR
 YVONNE CLAYTON
 JESSE KENDLE
 EILEEN CHAPMAN

MICHAEL N. CAPABIANCO, CITY MANAGER
 JoANN Boos, CFO

CITY OF ASBURY PARK CERTIFICATION OF FUNDS

Pursuant to N.J.S.A. 40a:4-57, N.J.A.C. 5:345-, and any other applicable requirements, I, JoAnn Boos, Chief Financial Officer of the City of Asbury Park, hereby certify that there are available sufficient uncommitted appropriations in Account T-38-286-56-000-000 of the City of Asbury Park to approve contract for Regional Contribution Agreement Project (1025 Sewall Ave.) in the amount of \$17,700.00.

With: Anpe Corporation

For: Regional Contribution Agreement Project

In line item appropriation(s) as follows:
 T-38-286-56-000-000

Contract period: N/A
 Contract amount: \$17,700.00
 Amount certified: \$17,700.00
 Dated: March 8, 2017



 JoAnn Boos, Chief Financial Officer

City of Asbury Park
 Resolution Date 03/08/2017

Attachment: RCA 1025 Sewall Ave. \$17,700.00 (2017-101 : RCA - 1025 Sewall Ave.)



RESOLUTION NO. 2017-102

**City of Asbury Park
County of Monmouth
State of New Jersey**

RESOLUTION AWARDING CONTRACT FOR AFFORDABLE HOUSING ("COAH") PLANNER

WHEREAS, on February 15, 2017 the Temporary Purchasing Agent accepted three bids in response to the Request For Proposals for COAH Planner; and

WHEREAS, all three responses have been deemed complete by the Temporary Purchasing Agent:

WHEREAS, the Temporary Purchasing Agent is recommending an award to Clarke Caton Hintz in the base bid amount \$38,750 along with additional costs for reimbursables such as printing, etc. as listed in the response; and

WHEREAS, a copy of the Clarke Caton Hintz's response shall be attached to this Resolution; and

WHEREAS, the Chief Financial Officer has certified that funds are available in the Community Development Block Grant (CDBG) T-17-72-850-850-813 in the amount of \$12,000.00; and

WHEREAS, the Chief Financial Officer has certified that funds are available in Account 7-01-20-100-000-201 in the amount of \$26,750.00

WHEREAS, the City Manager is hereby authorized to sign any contracts with the vendor.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Asbury Park, County of Monmouth, State of New Jersey, awards the contract for 2017 COAH Planner to Clarke Caton Hintz in the amount of \$38,750.00 along with additional costs for reimbursables such as printing, etc. as listed in the response

NOW, THEREFORE, BE IT FURTHER RESOLVED that a copy of this Resolution be provided to the CFO, Director of Planning and Redevelopment, Director of Community Development, City Clerk, Clarke Caton Hintz, City Attorney and City Manager.

I, CINDY A. DYE, City Clerk of the City of Asbury Park, Monmouth County, New Jersey, DO HEREBY CERTIFY the foregoing to be a true and exact copy of RESOLUTION NO. 2017-102 which was finally adopted by the City Council at a meeting held on the 8th day of March, 2017

CERTIFIED BY ME THIS 23rd DAY OF February, 2017.

CINDY A. DYE
CITY CLERK

FINANCE DEPARTMENT**DIVISIONS:**

ACCOUNTS AND CONTROL
PURCHASING
PAYROLL
TAX ASSESSMENT
TAX COLLECTION
INFORMATION SYSTEMS

CITY COUNCIL

JOHN B. MOOR, MAYOR
AMY QUINN, DEPUTY MAYOR
YVONNE CLAYTON
JESSE KENDLE
EILEEN CHAPMAN

MICHAEL N. CAPABIANCO, CITY MANAGER
JoANN BOOS, CFO

**CITY OF ASBURY PARK
CERTIFICATION OF FUNDS**

Pursuant to N.J.S.A. 40a:4-57, N.J.A.C. 5:345-, and any other applicable requirements, I, JoAnn Boos, Chief Financial Officer of the City of Asbury Park, hereby certify that there are available sufficient uncommitted appropriations in Account(s) T-17-72-850-850-813 (CDBG) and 7-01-20-100-000-201 (Administrative Expenses) of the City of Asbury Park to approve contract for Council on Affordable Housing Planner.

With: Clarke, Canton, Hintz

For: Council on Affordable Housing Planner.

In line item appropriation(s) as follows:

T-17-72-850-850-813

7-01-20-100-000-201

Contract period: N/A

Contract amount: \$38,750.00

Amount certified: \$38,750.00

Dated: March 8, 2017



JoAnn Boos, Chief Financial Officer

City of Asbury Park
Resolution Date 03/08/2017

City of Asbury Park, New Jersey

Request for Proposals: Professional Services – COAH Professional Planner

**Proposal Submission Date:
February 15, 2017
11:00 a.m. E.S.T.**

**City of Asbury Park
Office of the City Manager
One Municipal Plaza
Asbury Park, New Jersey
07712**

Attachment: Asbury Park COAH Planner RFP (2017-102 : Award of a Contract for COAH Planner)

CITY OF ASBURY PARK NOTICE TO VENDORS

NOTICE IS HEREBY GIVEN that sealed proposals will be received by the City of Asbury Park, Monmouth County, State of New Jersey on Wednesday, February 15, 2017 **at 11:00 a.m.** prevailing time at the City of Asbury Park, City Manager's Office, One Municipal Plaza, Asbury Park, NJ 07712.

DESCRIPTION: RFP – Professional Services –COAH Professional Planner

TAKE NOTICE, that the City of Asbury Park (the "City") is seeking proposals from qualified planning consultant with significant COAH experience and expertise in order to evaluate its Fair Share housing obligation as defined by COAH, to draft a fair share plan and necessary ordinances to implement the Fair Share plan. All proposals shall be subject to the following requirements:

Proposals must be received on or before 11:00 a.m. prevailing time on Friday, February 17, 2017, in order to be considered. All proposals shall be delivered to the attention of the Asbury Park City Manager, at City Hall (2nd Floor), One Municipal Plaza, Asbury Park, N.J. 07712. All proposals shall be submitted in a sealed envelope, and shall bear the words "COAH Planner" written conspicuously on the front exterior of the envelope. Proposals shall be opened, read aloud and recorded at 11:00 a.m. prevailing time on Friday, February 17, 2017. No proposals shall be considered if received after that time. It is the consultant's responsibility to ensure that delivery of the proposal is made to the attention of the City Manager, and not merely to the City's Municipal Building, in a timely manner. All applicants assume the risks associated with regular mail or other delivery modes. The City of Asbury Park is not responsible for any proposals lost, wrongly addressed, delivered late, misdirected or otherwise undeliverable.

The Mayor and Council of the City of Asbury Park reserve the right to reject all proposals, in the sole discretion of the City, and to waive any minor nonmaterial defects when it may be in the best interests of the City to do so.

The selection of a qualified firm shall be made to the consultant(s) whose proposal are deemed to be the most advantageous to the City, with due consideration for, among other things, the financial terms offered, the quality of the services offered, the experience of the consultant and the qualifications presented.

All other requirements associated with this matter are set forth in a "Request for Proposals" package, and said requirements must be adhered to in order for any proposal to be considered. Interested consultants may obtain a copy of the "Request for Proposals" package from the City Manager's office, at City Hall, during regular business hours, or online at the following website:
www.cityofasburypark.com.

Any questions regarding this RFP should be directed in writing to Michele Alonso via email: michele.alonso@cityofasburypark.com no later than Friday, February 3, 2016.

Attachment: Asbury Park COAH Planner RFP (2017-102 : Award of a Contract for COAH Planner)

1. INSTRUCTIONS TO VENDORS AND STATUTORY REQUIREMENTS

SUBMISSION OF PROPOSALS

1. Sealed proposals shall be received by the contracting unit, hereinafter referred to as "City," in accordance with public advertisement as required by law, with a copy of the notice being attached hereto and made a part of the Scope of Services.
2. Sealed proposals will be received by the designated representative at the time and location as stated in the Notice to Vendors.
3. The proposal(s) shall be submitted in a sealed envelope: (1) addressed to the City, (2) bearing the name and address of the Vendor written on the face of the envelope, and (3) clearly marked "PROPOSAL" with the contract title and/or proposal # of the contract being proposed. There shall be one (1) original, one (1) electronic copy, and three (3) paper copies of the proposal submitted.
4. It is the Vendor's responsibility that proposals are presented to the City at the time and at the place designated. Proposals may be hand delivered or mailed; however, the City disclaims any responsibility for proposals forwarded by regular or overnight mail. If the proposal is sent by express mail service, the designation in sub-section 3, above, must also appear on the outside of the envelope. Proposals received after the designated time and date will not be considered.
5. Sealed proposals forwarded to the City before the time of opening of proposals may be withdrawn upon written application of the Vendor who shall be required to produce evidence showing that the individual is or represents the principal or principals involved in the proposal. Once proposals have been opened, they shall remain firm for a period of sixty (60) calendar days.
6. The entire proposal section of the proposal package is to be returned completed. All proposals must be made upon the proposal forms attached hereto, and should give the unit price in figures and the total price for the work, both in words and in figures, and must be signed and acknowledged by the Vendor, in accordance with the directions in the Proposal. All prices and amounts must be written in ink or preferably machine-printed on the forms provided only. Proposals containing any conditions, omissions, unexplained erasures or alterations, items not called for in the proposal form, attachment of additive information not required by the Scope of Services, or irregularities of any kind, may be rejected by the City. Any changes, whiteouts, strikeouts, etc. in the proposal must be initialed in ink by the person signing the proposal.
7. Each proposal form must give the full business address, business phone, fax, e-mail if available, the contact person of the Vendor, and be signed by an authorized representative as follows:
 - Proposals by partnerships must furnish the full name of all partners and must be signed in the partnership name by one of the members of the partnership or by an authorized representative, followed by the signature and designation of the person signing.

- Proposals by corporations must be signed in the legal name of the corporation, followed by the name of the State in which incorporated and must contain the signature and designation of the president, secretary or other person authorized to bind the corporation in the matter.
 - Proposals by sole-proprietorship shall be signed by the proprietor.
 - When requested, satisfactory evidence of the authority of the officer signing shall be furnished.
8. Vendor should be aware of the following statutes that represent “Truth in Contracting” laws:
- N.J.S.A. 2C:21-34, et seq. governs false claims and representations by Vendors. It is a serious crime for the Vendor to knowingly submit a false claim and/or knowingly make material misrepresentation.
 - N.J.S.A. 2C:27-10 provides that a person commits a crime if said person offers a benefit to a public servant for an official act performed or to be performed by a public servant, which is a violation of official duty.
 - N.J.S.A. 2C:27-11 provides that a Vendor commits a crime if said person, directly or indirectly, confers or agrees to confer any benefit not allowed by law to a public servant.
 - Vendor should consult the statutes or independent legal counsel for further information.

2. SCOPE OF SERVICE FOR RFP - Professional Services –COAH Professional Planner

INTRODUCTION

The City of Asbury Park (“City”) is governed according to the Optional Municipal Charter Law, N.J.S.A. 40:69A-1 to 210. Through the fair and open process of N.J.S.A. 19:44A-20.4 et seq and pursuant to Asbury Park Ordinances 20A-1 et seq and DR-154, the City is issuing this Request for Proposals (“RFP”) from individuals or firms with the appropriate professional licenses from the State of New Jersey.

The Municipal Land Use Law requires that a municipal master plan include a Housing Element in order for the municipality to exercise the power to zone and regulate land use. As well, the Housing Element and a Fair Share Plan are adopted by a municipality’s Planning Board and endorsed by the municipal governing body in order to submit a petition to the New Jersey Council on Affordable Housing (COAH) for substantive certification of the Housing Element and Fair Share Plan. The Housing Element and Fair Share Plan are adopted to achieve the goal of meeting the City’s obligation to plan and regulate land use to provide for a fair share of the regional need for affordable housing. Benefits of obtaining substantive certification by COAH include, but are not limited to: protection against exclusionary zoning litigation, the entitlement to adopt a development fee ordinance and impose such fees with COAH approval, and support in meeting municipal affordable housing obligations through priority access to funding sources.

To date, Asbury Park has never received substantive certification from the Council on Affordable Housing (COAH). Prior round obligations pertain to the two COAH regulatory periods from 1987 through 1993 and from 1993 through 1999, commonly known as Round 1 and Round 2, respectively. Asbury Park had no COAH obligation to provide any new affordable housing units during the prior rounds due to its designation as an Urban Aid Municipality. Despite this status, new housing was constructed in Asbury Park in the past 25+ years which may qualify as new affordable housing units. As such, Asbury Park’s remaining affordable obligation from the prior two rounds is zero, and the City may be eligible to obtain credits for the affordable units that have already been built and apply these credits toward its third round obligation, referring to the period between January 1, 2004 and December 31, 2018.

The City is soliciting proposals to engage a professional planning firm with an expertise in Council on Affordable Housing and planning issues related to the Mount Laurel decisions on affordable housing.

SCOPE OF WORK

Asbury Park has never received substantive certification from COAH and the City wishes to hire an experienced professional planning consultant to prepare a Housing Element and Fair Share Plan that addresses Asbury Park's second round *rehabilitation* share and the targeted third round obligation.

Asbury Park expects the consultant to perform a myriad of tasks that would result in Asbury Park being under the jurisdiction of COAH with all its rights and privileges. These tasks include the following:

1. Researching the existing affordable units in Asbury Park to determine which meet the criteria for affordable per COAH, what controls are in place to ensure that those units meet those criteria, and when those controls expire to determine if the units are eligible to be counted toward credits toward the second round rehabilitation share and the third round obligation of units.
2. Prepare a Housing Element and Fair Share Plan that addresses Asbury Park's second round rehabilitation share and the targeted third round obligation, recommending various options to address the COAH targeted third round obligation, if any, which still is unknown.
3. Working with City Staff, draft a development fee ordinance for the City Council's consideration.

4. Working with City Staff, draft a revised affordable housing ordinance for the City Council's consideration.
5. Develop a spending plan to be approved by City Council and sent to the appropriate State agency or Superior Court for their approval.

Generally, Asbury Park expects the planning consultant to perform the myriad tasks that would result in Asbury Park's being under the jurisdiction of COAH with all its rights and privileges.

When providing pricing, please provide pricing for completion of researching existing units and creating a Fair Share Plan and subsequent documents. The City reserves the right, not to complete a Fair Share Plan and only obtain information on the existing housing stock.

The planner for COAH matters shall be a New Jersey licensed professional planner. This consultant shall prepare the City of Asbury Park Housing Element and Fair Share Plan and its amendments. Planner shall assist the City Staff in any legal matters involving the courts and Council on Affordable Housing.

3. INTERPRETATION AND ADDENDA

1. The Vendor understands and agrees that its proposal is submitted on the basis of the RFP prepared by the City. The Vendor accepts the obligation to become familiar with the Scope of Services.
2. Vendors are expected to examine the Scope of Services and related proposal documents with care and observe all their requirements. Ambiguities, errors or omissions noted by Vendors should be promptly reported in writing to the appropriate official. Any prospective Vendor who wishes to challenge a proposal's Scope of Services shall file such challenges in writing with the contracting agent no less than three (3) business days prior to the opening of the proposals. Challenges filed after that time shall be considered void and having no impact on the contracting unit or the award of a contract pursuant to N.J.S.A. 40A:11-13. In the event the Vendor fails to notify the City of such ambiguities, errors or omissions, the Vendor shall be bound by the requirements of the Scope of Services and the Vendor's submitted proposal.
3. No oral interpretation and or clarification of the meaning of the Scope of Services will be made to any Vendor. Such request shall be in writing, addressed to the City's representative stipulated in the RFP. In order to be given consideration, a written request must be received at least seven (7) business days prior to the date fixed for the opening of the proposal for goods and services.

All interpretations, clarifications and any supplemental instructions will be in the form of written addenda to the RFP, and will be distributed to all prospective Vendors via the City's website (www.AsburyParknj.org). All addenda so issued shall become part of the RFP and proposal documents, and shall be acknowledged by the Vendor in the proposal. The City's interpretations or corrections thereof shall be final.

When issuing addenda, the City shall provide required notice prior to the official receipt of proposals to any person who has submitted a proposal or who has received a proposal package pursuant to N.J.S.A. 40A:11-23c.1.

4. **Discrepancies in Proposals**

- In the event that there is a discrepancy between the unit prices and the extended totals, the unit prices shall prevail. In the event there is an error of the summation of the extended totals, the computation by the City of the extended totals shall govern.

5. **INSURANCE REQUIREMENTS**

Qualified consultants shall carry and maintain in full force and effect for the duration of this contract, and any supplement thereto, appropriate insurance. The company agrees to protect and defend, indemnify, and hold the City, and its employees and/or representatives free and harmless from and against any and all losses, claims, liens, demands and causes of action of every kind and character including the amount of judgments, penalties, interest, court costs, and legal fees incurred by the City in defense of same, arising in favor of taxes, claims, liens, debts, personal injuries including employees of the City, death or damages to property (including property of the City) and without limitations by enumeration, all other claims, or demands of every character occurring and caused in whole or in part by any negligent act or omission of the company, any one directly or indirectly employed by the company or anyone for whose acts company may be liable regardless of whether or not it is caused in part by the City. Qualified consultants will designate and provide the City with the identity of a person or persons in the consultant's employ who shall be responsible for handling claims from the public efficiently and expeditiously.

Insurance similar to that required by the company shall be provided by or on behalf of all subcontractors to cover its operation(s) performed under this contract, and included in all subcontracts.

Insurance certificates must be presented at the time of bid, documenting overage for the following:

1. Worker's Compensations and Employers Liability in accordance with State of New Jersey requirements, with a minimum limit of:
 - a. \$1,000,000 each accident for bodily injury by accident
 - b. \$1,000,000 each employee for bodily injury by disease
 - c. \$1,000,000 policy limit for bodily injury by disease
2. Comprehensive General Liability, (bodily injury, personal injury, and property damage liability) including company's contingent Completed operations and contractual liability with a minimum:
 - a. \$1,000,000 each occurrence;
 - b. \$1,000,000 personal and advertising injury;
 - c. \$2,000,000 general aggregate; and
 - d. \$1,000,000 products/completed operations aggregate.
3. Comprehensive Automobile Liability Insurance. Covering all owned, hired, and rented vehicles and equipment, with limits of liability of not less than \$1,000,000 for injuries to, or

death of one or more persons resulting from any one occurrence and property damage limit of liability of not less than \$500,000 per occurrence.

4. Professional liability and errors & omissions insurance in the amount of \$1,000,000. In lieu of the insurance coverage listed under 3. above, The contractor fulfills the insurance requirements by having and maintaining umbrella liability insurance with a minimum:
 - a. \$1,000,000 per occurrence;
 - b. \$1,000,000 aggregate of other than products/completed operations and auto liability; and
 - c. \$1,000,000 products/completed operations aggregate.

All other insurance requirements would remain in effect.

Policies shall be issued by an insurance company authorized to do business in the State of New Jersey. All insurance certificates must name the City of Asbury Park, as additional insureds on the policy. Said Certificate must state that coverage cannot be cancelled or materially altered without thirty (30) days written notice to the Committee.

6. NO WARRANTY

Consultants are required to examine the RFP, specifications, and instructions pertaining to the services requested. Failure to do so will be at the Consultant's own risk. It is assumed that the Consultant has made full investigation so as to be fully informed of the extent and character of the services requested and of the requirements of the specifications.

No warranty is made or implied as to the information contained in the RFP, specifications or instructions.

Respondents are responsible for the implementation of all health and safety measures taken to complete the required services. The City assumes no responsibility or liability for the health and safety of the Consultant, consultant employees, subcontractors, or other associated personnel.

7. ETHICS COMPLAINTS

The City of Asbury Park receives Transitional Aid from the State of New Jersey. As part of this agreement with the State to receive said Aid, all respondents to any solicitation must include a statement if there are any outstanding ethics violations that have been filed against the firm and/or individual. On letterhead included with the response, please state that if there are any ethics violations active against you. Please note that this is a mandatory item and failure to include this will deem your response incomplete

8. PRICING INFORMATION FOR PREPARATION OF PROPOSALS

1. The City is exempt from any local, state or federal sales, use or excise tax.
2. The prices shall remain firm for the contract period(s). The prices shall include the delivery and furnishing of all materials, travel time, travel expenses, and the performance of all labor and services necessary for proper completion of the work, except such as may be otherwise expressly provided in the Contract Documents.

3. Vendor shall be responsible for obtaining any applicable permits or licenses from any government entity that has jurisdiction to require the same. All proposals submitted shall have included this cost.
4. Vendors shall insert prices for furnishing goods and services required by the Scope of Services. Prices shall be net, including any charges for shipping, handling, copying, compiling, packing, etc. All transportation charges shall be fully prepaid by the Vendor. The City shall not be responsible for delivery costs or travel costs of any type.

9. GENERAL TERMS AND INSTRUCTIONS TO CONSULTANTS:

Proposal Submissions

All proposals shall consist of the following documents in order to be considered complete:

1. Completed Checklist Submission Form.
2. Letter of Interest.
3. Background Information Regarding the Consultant and Proposal - This information should include, at a minimum, the following mandatory items are found on the checklist:
 - a. Overview and background of the consultant or individual submitting this proposal, the principal place of business and, if different, the place where services will be provided.
 - b. The name(s) of the individuals proposed to work on the City's projects as well as each individual's relevant experience, education, qualifications and training.
 - c. A statement that neither the consultant nor any individuals assigned to this engagement are disbarred, suspended, or otherwise prohibited from professional practice by any federal, state or local agency.
 - d. Proposal narrative, including your understanding of the Scope of Services, your vision for completing the Scope of Services, and other information you would like to include in your response to this RFP.
 - e. Ethics complaint letter on letterhead
 - f. A statement that provides a summary of the consultant's experience with COAH, Affordable Housing and Fair Share plans, and municipal ordinances regarding affordable housing.
 - g. Checklist Submission Form (Form 1)
 - h. Proposal/Rate Schedule (Form 2);References (Form 3)
 - i. Stockholder Statement of Ownership (Form 4)
 - j. State of New Jersey Debarred List Affidavit (Form 5)
 - k. Acknowledgement of Receipt of Addenda (Form 6)

Statutory And Other Requirements

1. MANDATORY AFFIRMATIVE ACTION CERTIFICATION

No firm may be issued a contract unless it complies with the affirmative action provisions of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27-1 et seq. The following information summarizes the full, required regulatory text, which is listed below of this proposal Scope of Services.

- Goods and Services (including professional services) Contracts

Each Vendor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

- A photocopy of a valid letter that the Vendor is operating under an existing Federally approved or sanctioned affirmative action program (good for one year from the date of the letter); or
- A photocopy of a Certificate of Employee Information Report approval, issued in accordance with N.J.A.C. 17:27-4; or
- A photocopy of an Employee Information Report (Form AA 302) provided by the Division and distributed to the public agency to be completed by the Vendor in accordance with N.J.A.C. 17:27-4.

2. AMERICANS WITH DISABILITIES ACT OF 1990

Discrimination on the basis of disability in contracting for the purchase of goods and services is prohibited. Vendors are required to read Americans with Disabilities language listed below of this Scope of Services and agree that the provisions of Title II of the Act are made a part of the contract. The Vendor is obligated to comply with the Act and to hold the City harmless.

3. STOCKHOLDER DISCLOSURE

N.J.S.A. 52:25-24.2 provides that no corporation or partnership shall be awarded any contract for the performance of any work or the furnishing of any goods and services, unless, prior to the receipt of the proposal or accompanying the proposal of said corporation or partnership, Vendors shall submit a statement setting forth the names and

addresses of all stockholders in the corporation or partnership who own ten percent or more of its stock of any class, or of all individual partners in the partnership who own a ten percent or greater interest therein. The included Statement of Ownership (P-2) shall be completed and attached to the proposal. This requirement applies to all forms of corporations and partnerships, including, but not limited to, limited partnerships, limited liability corporations, limited liability partnerships and Subchapter S corporations. Failure to submit a stockholder disclosure document shall result in rejection of the proposal.

4. PROOF OF BUSINESS REGISTRATION

N.J.S.A. 52:32-44 requires that each Vendor (Vendor) submit proof of business registration with the proposal. Proof of registration shall be a copy of the Vendor's Business Registration Certificate (BRC). A BRC is obtained from the New Jersey Division of Revenue. Information on obtaining a BRC is available on the internet at www.nj.gov/njbgs or by phone at (609) 292-1730. N.J.S.A. 52:32-44 imposes the following requirements on Vendors and all subcontractors that **knowingly** provide goods or perform services for a Vendor fulfilling this contract:

- The Vendor shall provide written notice to its subcontractors and suppliers to submit proof of business registration to the Vendor;
- Prior to receipt of final payment from a contracting agency, a Vendor must submit to the contracting agency an accurate list of all subcontractors or attest that none was used;
- During the term of this contract, the Vendor and its affiliates shall collect and remit, and shall notify all subcontractors and their affiliates that they must collect and remit to the Director, New Jersey Division of Taxation, the use tax due pursuant to the Sales and Use Tax Act, (N.J.S.A. 54:32B-1 et seq.) on all sales of tangible personal property delivered into this State.

A Vendor, subcontractor or supplier who fails to provide proof of business registration or provides false business registration information shall be liable to a penalty of \$25 for each day of violation, not to exceed \$50,000 for each business registration not properly provided or maintained under a contract with a contracting agency. Information on the law and its requirements is available by calling (609) 292-1730.

Failure to submit proof of registration with the proposal submittal requires mandatory rejection of a proposal as a non-waivable defect.

5. DAVIS BACON ACT (N/A)

Where applicable: If this project is being funded with Federal Funds received from the U.S. Department of Housing and Urban Development (HUD) as part of the Community Development Block Grant (CDBG), the vendor shall be subject to the provisions of the Federal Labor Standards (Davis Bacon), which shall be conditions of the contract. Additional information may be obtained at <http://www.wdol.gov/>.

6. THE PUBLIC WORKS VENDOR REGISTRATION ACT (N/A)

Where applicable: N.J.S.A. 34:11-56.48 et seq. requires that a general or prime vendor and any listed subcontractors named in the vendor's proposal shall possess a certificate *at the time the proposal is submitted*. After proposal proposals are received and prior to award of contract, the successful vendor shall submit a copy of the vendor's certification along with those of all listed subcontractors. All non-listed subcontractors and lower tier sub-subcontractors shall be registered prior to starting work on the project. It is the general vendor's responsibility that all non-listed sub-vendors at any tier have their certificate prior to starting work on the job.

Under the law a "vendor" is "a person, partnership, association, joint stock company, trust, corporation or other legal business entity or successor thereof who enters into a contract" which is subject to the provisions of the New Jersey Prevailing Wage Act [N.J.S.A. 34:11-

56.25, et seq.] It applies to vendors based in New Jersey or in another state.

The law defines “public works projects” as contracts for “public work” as defined in the Prevailing Wage statute [N.J.S.A. 34:11-56.26(5)]. The term means:

- “Construction, reconstruction, demolition, alteration, or repair work, or maintenance work, including painting and decorating, done under contract and paid for in whole or in part out of the funds of a public body, except work performed under a rehabilitation program.
- “Public work” shall also mean construction, reconstruction, demolition, alteration, or repair work, done on any property or premises, whether or not the work is paid for from public funds...”
- “Maintenance work” means the repair of existing facilities when the size, type or extent of such facilities is not thereby changed or increased. While “maintenance” includes painting and decorating and is covered under the law, it does not include work such as routine landscape maintenance or janitorial services.

To register, a vendor must provide the State Department of Labor with a full and accurately completed application form. The form is available online at www.state.nj.us/labor/lsse/lspubcon.html.

N.J.S.A. 34:11-56.55 specifically prohibits accepting applications for registration as a substitute for a certificate of registration.

7. NON-COLLUSION AFFIDAVIT

The Affidavit shall be properly executed and submitted with the proposal.

8. PAY TO PLAY

Starting in January, 2007, business entities are advised of their responsibility to file an annual disclosure statement of political contributions with the New Jersey Election Law Enforcement Commission (ELEC) pursuant to N.J.S.A. 19:44A-20.27 if they receive contracts in excess of \$50,000 from public entities in a calendar year.

Business entities are responsible for determining if filing is necessary. Additional information on this requirement is available from ELEC at 888-313-3532 or at www.elec.state.nj.us.

Businesses are further required to comply with all local ordinances regarding contribution limits for publicly contracted entities. Business entities are obligated to become familiar with their obligations under the local ordinances prior to submitting proposals for public contracts to the City of Asbury Park.

10. METHOD OF CONTRACT AWARD

1. The City and the successful Vendor, shall execute said contract within twenty-one (21) days, Sundays and holidays excluded after Notice of Award. The parties however may agree to extend the twenty-one (21) day period in the event the contract cannot be signed in a timely manner. Failure or neglect of the Vendor to execute said contract or to contact the City to request an extension to execute said contract shall constitute a breach and the City can

award the contract to the next lowest Vendor. Any contract resulting from this proposal shall be subject to a not to exceed amount, and the City shall not be responsible for any amount above the not to exceed amount listed in the Notice of Award. Pursuant to requirements of N.J.A.C. 5:30-5.1 et seq., any contract resulting from this proposal shall be subject to the availability and appropriation of sufficient funds annually.

2. The form of contract shall be submitted by the City to the successful Vendor. Terms of the Scope of Services/proposal package prevail. Vendor exceptions must be formally accepted by the City. Vendor exceptions must be listed on the vendor's submitted proposal in order to be considered by the City.
3. The City reserves the right to waive immaterial formalities. The City reserves the right to procure these items under State Contracts or inter-local agreements, if so desired.
4. The acceptance of a Proposal shall bind the successful Vendor to execute the contract or to be responsible for liquidated damages in the amount of ten percent (10%) of the proposed costs if the vendor fails to enter into the contract or perform services there under.

11. CAUSES FOR REJECTING PROPOSALS

Proposals may be rejected for any of the following reasons:

1. All proposals pursuant to N.J.S.A. 40A:11-13.2;
2. If more than one (1) proposal is received from an individual, firm or partnership, corporation or association under the same name;
3. Multiple proposals from an agent representing competing Vendors;
4. The proposal is inappropriately unbalanced;
5. The Vendor is determined to possess, pursuant to N.J.S.A. 40A:11-4b, Prior Negative Experience; or,
6. If the successful Vendor fails to enter into a contract within twenty one (21) days, Sundays and holidays excepted, or as otherwise agreed upon by the parties to the contract. In this

case at its option, the City may accept the proposal of the next lowest responsible Vendor. (N.J.S.A. 40A:11-24b)

12. TERMINATION OF CONTRACT

1. If, through any cause, the Vendor shall fail to fulfill in a timely and proper manner obligations under the contract or if the Vendor shall violate any of the requirements of the contract, the City shall there upon have the right to terminate the contract by giving written notice to the Vendor of such termination and specifying the effective date of termination. Such termination shall relieve the City of any obligation for balances to the Vendor of any sum or sums set forth in the contract. City will pay only for goods and services accepted prior to termination.
2. Notwithstanding the above, the vendor shall not be relieved of liability to the City for damages sustained by the City by virtue of any breach of the contract by the Vendor and the City may withhold any payments to the Vendor for the purpose of compensation until such time as the exact amount of the damage due the City from the Vendor is determined.
3. The Vendor agrees to indemnify and hold the City harmless from any liability to Subcontractors/suppliers concerning payment for work performed or goods supplied arising out of the lawful termination of the contract by the City under this provision.
4. In case of default by the Vendor, the City may procure the goods or services from other sources and hold the Vendor responsible for any excess cost.
5. Continuation of the terms of the contract beyond the fiscal year is contingent on availability of funds in the following year's budget. In the event of unavailability of such funds, the City reserves the right to cancel the contract.
6. ACQUISITION, MERGER, SALE AND/OR TRANSFER OF BUSINESS, ETC.
It is understood by all parties that if, during the life of the contract, the Vendor disposes of his/her business concern by acquisition, merger, sale and or/transfer or by any means convey his/her interest(s) to another party, all obligations are transferred to that new party. In this event, the new owner(s) will be required to submit all documentation/legal instruments that were required in the original proposal/contract. Any change must be approved by the City.
7. The Vendor will not assign any interest in the contract and shall not transfer any interest in the same without the prior written consent of the City.
8. The City may terminate the contract for convenience by providing 60 calendar days advance written notice to the Vendor.
9. If the successful Vendor and/or any of its employees and/or agents are required to be licensed and/or registered in order to perform the services which are the subject of this or any agreement thereof, then the agreement shall be terminated in the event that the appropriate governmental entity with jurisdiction has instituted an action to have the vendor's license and/or registration suspended or revoked, or in the event that such entity has revoked or suspended said license or denied such registration. Notice of termination pursuant to this subparagraph shall be effective immediately upon the giving of said notice.

**MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE
(Mandatory Affirmative Action Language)**

FOR GOODS, PROFESSIONAL SERVICES AND GENERAL SERVICE CONTRACTS:

During the performance of this contract, the Vendor agrees as follows:

The Vendor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex. Except with respect to affectional or sexual orientation, the Vendor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex. Such action 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 Vendor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting for the provisions of this nondiscrimination clause.

The Vendor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the Vendor, 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 or sex.

The Vendor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of the Vendor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The Vendor or subcontractor, where applicable, 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.

The Vendor or subcontractor agrees to make good faith efforts to employ minority and women workers consistent with the applicable county employment goals established in accordance with N.J.A.C. 17:27-5.2 or a binding determination of the applicable county employment goals determined by the Division, pursuant to N.J.A.C. 17:27-5.2.

The Vendor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The Vendor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the applicable employment goals, the Vendor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The Vendor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval
 Certificate of Employee Information Report
 Employee Information Report Form AA302

The Vendor and its subcontractors shall furnish such reports or other documents to the Division of Contract Compliance and EEO as may be requested by the Division from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Contract Compliance & EEO for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.**

AMERICANS WITH DISABILITIES ACT OF 1990 Equal Opportunity for Individuals with Disability

The Vendor and the City of Asbury Park, (hereafter "City") do hereby agree that the provisions of Title 11 of the Americans With Disabilities Act of 1990 (the "Act") (42 U.S.C. S121 01 et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules and regulations promulgated pursuant there unto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the City pursuant to this contract, the Vendor agrees that the performance shall be in strict compliance with the Act. In the event that the Vendor, its agents, servants, employees, or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the Vendor shall defend the City in any action or administrative proceeding commenced pursuant to this Act. The Vendor shall indemnify, protect, and save harmless the City, its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages, of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The Vendor shall, at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the City's grievance procedure, the Vendor agrees to a proposal by any decision of the City which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the City, or if the City incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the Vendor shall satisfy and discharge the same at its own expense.

The City shall, as soon as practicable after a claim has been made against it, give written notice

thereof to the Vendor along with full and complete particulars of the claim. If any action or administrative proceeding is brought against the City or any of its agents, servants, and employees, the *City shall* expeditiously forward or have forwarded to the Vendor every demand, complaint, notice, summons, pleading, or other process received by the City or its representatives.

It is expressly agreed and understood that any approval by the City of the services provided by the Vendor pursuant to this contract will not relieve the Vendor of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the City pursuant to this paragraph.

It is further agreed and understood that the City assumes no obligation to indemnify or save harmless the Vendor, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the Vendor expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the Vendor's obligations assumed in this Agreement, nor shall they be construed to relieve the Vendor from any liability, nor preclude the City from taking any other actions available to it under any other provisions of the Agreement or otherwise at law.

13. CONTENT OF THE PROPOSAL GUIDELINES

Proposals must contain the following information in approximately the following format.

1. Scope of Work. The general framework for the scope of work has been developed by the City of Asbury Park. Respondents should propose on all parts of the scope of work. Respondents are expected to include further detail regarding specific approach and methodologies proposed.
2. Description of Abilities to Meet Timeframe. Describe the firm's ability to provide the services in a timely fashion (including staffing, familiarity and location of key staff). All components of this scope shall be completed and within one (1) year from the time of authorization.
3. Qualifications. Proposals should indicate general qualifications of the respondent(s) in planning. Skills appropriate to the project, as well as specific prior experience and qualifications applicable to this project (i.e., COAH, Special Master Designation), should be stated.
4. Individuals Performing Tasks. The qualifications and experience of the particular individuals who are expected to work on this assignment, as specified in the scope of services; identify and describe in detail examples that demonstrate the qualifications of these individuals relevant to the proposed assignment; indicate in each case the role the individual had in the assignment and whether or not the individual participated in the assignment on behalf of your firm.
5. Past Performance. Document past performance of same and/or similar service. Demonstrate specifically how the firm meets the requirements set forth above—the qualifications and experience of your firm to perform the required services in connection with the scope of work; list and describe in detail examples in which your firm participated which are representative of the qualifications of your firm to undertake the required services contemplated by the scope of work. Please include information about the role your firm had and the nature of the services provided. Include samples of previous work.
6. References. The firm should submit reference(s) where firm performed same or similar service.
7. Technical Process and Equipment. The firm should provide a description of processes to be used in performing the various tasks presented in the scope of work (i.e., public outreach and participation).
8. Cost Details. The firm should submit the proposed hourly rates for the persons who will be assigned to this engagement, assuming payment will be made on a bi-monthly basis based upon invoices submitted to the Community Development Director for review. The information provided will be taken into consideration as part of the selection process and will be the basis

for negotiating the fees to be paid to the firm selected pursuant to this RFP. Proposals should indicate the cost of services provided plus a **not-to-exceed amount**. Also required is an estimate by task of person-hours, equipment, services, and corresponding costs.

14. ORGANIZATION REQUESTING PROPOSAL

City of Asbury Park
One Municipal Plaza
Asbury Park, NJ 07712

15. CONTACT PERSON

For technical questions concerning proposal contact please contact , Michele Alonso, Director of Planning and Redevelopment at michele.alonso@cityofasburypark.com.

16. METHOD OF CONTRACT

The professional service contract shall be project based, but in no event shall it extend beyond a period of one (1) year from date of appointment.

17. EXAMINATION OF PROPOSAL DOCUMENTS

By submitting a proposal, the Vendor represents that they have thoroughly examined and become familiar with the work required under this RFP and that they are capable of performing quality work to achieve the City's objectives.

18. PROPOSAL EVALUATION

The City will select the most advantageous proposal based on a point system evaluation of all of the factors as set forth in this RFP (see evaluation form). However, cost is important to the City. The City will make the award that is in the best interest of the City based on cost and other considerations.

Each proposal must satisfy the objectives and requirements detailed in this RFP. The features of the proposal, considered together with its economic and other benefits, will form the basis for the evaluation process as shown on the evaluation form.

The City reserves the right to:

- Not select any of the proposals.
- Select only portions of a particular Vendor proposal for further consideration and negotiation (however, Vendor may specify portions of the proposal that they consider "bundled").
- Select a primary per diem municipal prosecutor to provide services to the City on a regular basis for multiple municipal court sessions per week, and a secondary per diem municipal prosecutor to serve the City's needs in the absence of the primary per diem municipal

prosecutor, to serve in those instances where co-defendants require independent representation, and to serve in those instances where the primary per diem municipal prosecutor has a conflict.

- Request the Vendor(s) to demonstrate by oral, in-person presentation any services described in their proposal prior to award. Vendor will not be compensated for making the presentation.

BASIS OF AWARD
EVALUATION CRITERIA

Professional Services –COAH Professional Planner

The following is the criteria for evaluation of the proposal. Points shall be awarded based on the information contained in the proposal for each category as listed below on a scale of 1-10, with 10 meeting all required criteria and 1 not meeting the required criteria. The evaluators' scores will then be calculated by the weight for a weighted score. The proposals will be ranked by highest weighted score.

EVALUATION CRITERIA	WEIGHT	SCORE	WEIGHTED SCORE
TECHNICAL CRITERIA	30%		
Vendor's proposal demonstrates a clear understanding of the scope of work and related objectives	10%		
Vendor's proposal is complete and responsive to the technical/RFP requirements	10%		
Vendor evidences successful past performance of like projects with specific knowledge of COAH	10%		
MANAGEMENT CRITERIA	40%		
History and experience in performing similar COAH related work	10%		
Availability of personnel, facilities, equipment, etc.	6%		
Qualification and experience of support personnel	6%		
Comprehensive work plan and schedule	6%		
Significant experience representing governmental clients	6%		
Proof of licensure	6%		
COST CRITERIA	30%		
Cost of goods/services to be provided	10%		
Quality and quantity of vendor's services to previous clientele	10%		
Vendor's financial ability to meet obligations	10%		
POINT TOTALS	100%		

City of Asbury Park, New Jersey

Request for Qualifications

CHECKLIST – RETURN CHECKLIST WITH YOUR SUBMISSION
FORM 1

CONSULTANT: _____

Respondent	Initials
1. Checklist Submission Form (This Form)*.....	_____
2. Letter of Interest.....	_____
3. Background Information Regarding the Consultant and Proposal	_____
4. Proposal Form (Form 1 attached).....	_____
5. Reference Form (Form 2 attached).....	_____
6. Non-Collusion Affidavit (Form 3 attached)*.....	_____
7. Stockholder Statement of Ownership (Form 4 attached)*...	_____
8. State of New Jersey Debarred List Affidavit (Form 5 attached)*	_____
9. Acknowledgment of Receipt of Addenda (Form 6 attached) *	_____
10. State of N.J. Business Registration Certificate (Sample 1 attached)*	_____
11. Letter on letterhead that there are no existing ethics violations*	_____
12. Completed “Doing Business with Iran form”.....	_____

* Failure to submit these documents is cause for the proposal to be rejected.

PROPOSAL/RATE SCHEDULE FORM

The following pricing components relate to the Scope of Work referenced in Section 2 of this RFP. ***Review that section closely before providing detailed pricing for each of the following. Narrative responses to the RFP should be provided separately.***

Item	# of Hours _	Hourly Rate	Fixed Price (F) or Estimate (E)?	Total One-time Cost	Annual Costs
Totals:					
Consultant may add additional lines as needed					

- a. Provide additional details below regarding the above pricing components.
- b. Exceptions to this proposal must be noted and described separately.

Name of Consultant
Authorized Representative (Print)

Title of Authorized Representative	Signature	of	Authorized Representative
------------------------------------	-----------	----	---------------------------

Date

Form 3

City of Asbury Park, New Jersey

Request for Qualifications

REFERENCE FORM

Consultant Name: (Please Print)

The consultant shall list references with needs similar to the City of Asbury Park for whom the consultant has provided comparable services. Please include name, address, telephone number, year(s) employed by referenced consultants, contact person, and type of work your performed for that entity.

1. Company Name/Municipality:

Address:

Contact Person:

Phone:

Type of Work:

Date of Completion:

2. Company Name/Municipality:

Address:

Contact Person:

Phone:

Type of Work:

Date of Completion:

3. Company Name/Municipality:

Address:

Contact Person:

Phone:

Type of Work:

Date of Completion:

Form 4

City of Asbury Park, New Jersey

Request for Qualifications

STOCKHOLDER STATEMENT OF OWNERSHIP

I certify that the list below contains the names and home addresses of all persons holding ten percent (10%) or more interest in the undersigned partnership or corporation, as well as the names and home addresses of all persons who own an interest in any entity which owns ten percent (10%) or more of said partnership or corporation.

Name of Corporation or Partnership

Witness and Corporate Seal

By: Name/Title

Shareholders or Partners:

Name: _____

Address: _____

Name: _____

Address: _____

Name: _____

Address: _____

Name: _____

Address: _____

Name: _____

Address: _____

Attachment: Asbury Park COAH Planner RFP (2017-102 : Award of a Contract for COAH Planner)

Form 5

City of Asbury Park, New Jersey

Request for Qualifications
STATE OF NEW JERSEY DEBARRED LIST AFFIDAVIT

STATE OF NEW JERSEY)

SS:

COUNTY OF MONMOUTH)

I, _____, of the _____ of _____ in the County of _____ and the State of _____, of full age, being duly sworn according to law on my oath depose and say that:

I am _____, an officer of the firm of _____, the consultant making the Proposal for the above-named Project, and I hereby certify that I have executed the said Proposal with full authority to do so; that said consultant at the time of making this Proposal is not included on the State of New Jersey, State Treasurer's List of Debarred, Suspended or Disqualified Bidders; and that all statements contained in said Proposal and in this Affidavit are true and correct, and made with the full knowledge that the City of Asbury Park relies upon the truth of the statements contained in said Proposal and in the statements contained in this Affidavit in awarding the contract for said Project.

The undersigned further warrants that should the name of the firm making this Proposal appear on the State Treasurer's List of Debarred, Suspended or Disqualified Bidders at any time prior to, and/or during the life of the contract, including the Guarantee period, the City of Asbury Park shall be immediately notified by the signatory of this Eligibility Affidavit.

The undersigned understands that the firm making the bid as consultant is subject to disbarment, suspensions and/or disqualification in contracting with the State of New Jersey, if the consultant, pursuant to N.J.A.C. 7:1-5.2, commits any of the acts listed herein, and as determined according to applicable laws and regulations.

 Name and Address of Consultant

 Name and Title of Affiant

Subscribed and sworn before me on
 this _____ day of _____.

 Notary Public of
 My commission expires _____, 20____.

Attachment: Asbury Park COAH Planner RFP (2017-102 : Award of a Contract for COAH Planner)

Form 6

City of Asbury Park, New Jersey

**Request for Qualifications
Environmental Services for EPA Brownfield Grant
ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA**

The undersigned consultant hereby acknowledges receipt of the following Addenda:

<u>Addendum Number</u>	<u>Dated</u>	<u>Acknowledge Receipt</u> (initial)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

If no addenda were received, initial here: _____

Acknowledged for: _____
(Name of Consultant)

By: _____
(Signature of Authorized Representative)

Name: _____
(Print or Type)

Title: _____

FORM NOT REQUIRED IF NO ADDENDA ISSUED

Date: _____

Form 7

Attachment: Asbury Park COAH Planner RFP (2017-102 : Award of a Contract for COAH Planner)

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE
N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)
N.J.A.C. 17:27

GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS

During the performance of this contract, the consultant agrees as follows:

The consultant, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the consultant will ensure that equal employment opportunity is afforded to such 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 or sex. 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 consultant 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.

The consultant, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the consultant, 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.

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

The consultant, where applicable, 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.

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

The consultant agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment consultant which engages in direct or indirect discriminatory practices.

The consultant agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal

law and applicable Federal court decisions.

In conforming with the targeted employment goals, the consultant agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The consultant shall submit to the public consultant, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval

Certificate of Employee Information Report

Employee Information Report Form AA302 (electronically provided by the Division and distributed to the public consultant through the Division's website at www.state.nj.us/treasury/contract_compliance)

The consultant shall furnish such reports or other documents to the Division of Purchase & Property, CCAU, EEO Monitoring Program as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Purchase & Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.**

Signed: _____

Print Name: _____

Name & Address of Company:

Dated: _____

Form 8

REQUIRED EVIDENCE

AFFIRMATIVE ACTION REGULATIONS
PUBLIC LAW 1975, c. 127 (N.J.A.C. 17:27)

If awarded a contract, all procurement and service consultants will be required to comply with the requirements of P.L. 1975, c. 127, (N.J.A.C. 17:27). Prior to the date of the award, the consultant shall present one of the following:

1. A letter from the U. S. Department of Labor that the consultant has an existing federally approved or sanctioned Affirmative Action Program.
OR
2. A Certificate of Employee Information Report Approval.
OR
3. If you do not have either of the above, check below:
_____ Please send our company an Affirmative Action form for our completion
(A.A. 302-Affirmative Action Employee Information Report).

The following questions must be answered by all consultantss:

1. Do you have a federally approved or sanctioned Affirmative Action Program?
Yes _____ No _____
2. Do you have a State Certificate of Employee Information Report Approval?
Yes _____ No _____

You shall submit a photostatic copy of such certificate.

The undersigned consultant certifies that it is aware of the commitment to comply with the requirements of P.L. 1975, c. 127 (N.J.A.C. 17:27) and agrees to furnish the required documentation pursuant to the law. The consultant must be rejected as non-responsible if the consultant fails to comply with the requirements of P.L. 1975, c. 127 (N.J.A.C. 17:27) within the time frame. The Affirmative Action Affidavit for consultants having less than fifty (50) employees is no longer acceptable, a New Jersey Certificate of Approval or A.A. 302 is required.

CONSULTANT

BY: _____

Form 9

**AMERICANS WITH DISABILITIES ACT OF 1990
Equal Opportunity for Individuals with Disability**

The consultant and the City of Asbury Park (hereinafter the "City") do hereby agree that the provisions of Title 11 of the Americans with Disabilities Act of 1990 (the "Act") (42 U.S.C. S12101, et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs and activities provided or made available by public entities, and the rules and regulations promulgated pursuant thereto, are made a part of this contract. In providing any aid, benefit or service on behalf of the City pursuant to this contract, the consultant agrees that the performance shall be in strict compliance with the Act. In the event that the consultant, its agents, servants, employees or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the consultant shall defend the City in any action or administrative proceeding commenced pursuant to the Act. The consultant shall indemnify, protect and save harmless the City, its agents, servants and employees from and against any and all suits, claims, losses, demands or damages, of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The consultant shall, at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the City's grievance procedure, the consultant agrees to abide by any decision of the City which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the City, or if the City incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the consultant shall satisfy and discharge the same at its own expense.

The City shall, as soon as practicable after a claim has been made against it, give written notice thereof to the consultant along with full and complete particulars of the claim. If any action or administrative proceeding is brought against the City or any of its agents, servants and employees, the City shall expeditiously forward or have forwarded to the City every demand, complaint, notice, summons, pleading or other process received by the City or its representatives.

It is expressly agreed and understood that any approval by the City of the services provided by the consultant pursuant to this contract will not relieve the Consultant of the obligation to comply with the Act and to defend, indemnify, protect and save harmless the City pursuant to this paragraph.

It is further agreed and understood that the consultant assumes no obligation to indemnify or save harmless the consultant, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the consultant expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the consultant's obligations assumed in this Agreement, nor shall they be construed to relieve the consultant from any liability, nor preclude the Consultant from taking any other actions available to it under any other provisions of the Agreement or otherwise at law.

WITNESS:

CONSULTANT

BY: _____

DATED: _____

Form 10

City of Asbury Park, New Jersey

Request for Qualifications

COLLUSION AFFIDAVIT

STATE OF NEW JERSEY)

SS:

COUNTY OF MONMOUTH)

I, _____, of the Municipality of _____, in the State of New Jersey, being of full age and duly sworn according to law, on my oath state as follows:

I am a principal of the firm of _____, the consultant submitting the proposal for COAH services for the City of Asbury Park, and I have executed the proposal with full authority to do so. Further, the consultant has not, directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action(s) in restraint of free, competitive bidding in connection with the above-named project. All statements contained in the proposal and in this affidavit are true and correct and made with full knowledge that the City of Asbury Park shall rely upon the truth of the statements contained in the affidavit and in said proposal in awarding the contract for said project.

Name of Consultant

Authorized Representative (Print)

Title of Authorized Representative

Date _____

Signature of Authorized Representative

Subscribed and sworn before me on
this _____ day of _____.

Notary Public of

My commission expires _____, 20____.

STATE OF NEW JERSEY – DIVISION OF PURCHASE AND PROPERTY
DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN

Solicitation Number: _____

Bidder/Offeror: _____

PART 1: CERTIFICATION**BIDDERS MUST COMPLETE PART 1 BY CHECKING EITHER BOX****FAILURE TO CHECK ONE OF THE BOXES WILL RENDER THE PROPOSAL NON-RESPONSIVE**

Pursuant to public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that neither the person or entity, nor any of its parents, subsidiaries, or affiliates, is identified on the Department of Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran. The Chapter 25 list is found on the Division's website at <http://www.state.nj.us/treasury/purchase/pdf/Chapter25Listpdf>. Bidders **must** review this list prior to completing the below certification. **Failure to complete the certification will render a bidder's proposal non-responsive.** If the Director finds a person or entity to be in violation of law, s/he shall take action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

PLEASE CHECK THE APPROPRIATE BOX:

- ☐ I certify, pursuant to Public Law 2012, c. 25, that neither the bidder listed above nor any of the bidder's parents, prohibited activities in Iran pursuant to P.L. 2012, c. 25 ("Chapter 25 List"). I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and authorized to make this certification on its behalf. **I will skip Part 2 and sign and complete the Certification below.**

OR

- ☐ I am unable to certify as above because the bidder and/or one or more of its parents, subsidiaries, or affiliates is listed on the Department's Chapter 25 list. I will provide a detailed, accurate and precise description of the activities in Part 2 below and sign and complete the Certification below. Failure to provide such will result in the proposal being rendered as non-responsive and appropriate penalties, fines and/or sanctions will be assessed as provided by law.

PART 2: PLEASE PROVIDE FURTHER INFORMATION RELATED TO INVESTMENT ACTIVITIES IN IRAN –

You must provide a detailed, accurate and precise description of the activities of the bidding person/entity, or one of its parents, subsidiaries or affiliates, engaging in the investment activities in Iran outlined above by completing the box below.

PLEASE PROVIDE THOROUGH ANSWERS TO EACH QUESTION.

Name: _____	Relationship to Bidder/Offeror _____
Description of Activities _____	

Duration of Engagement _____	Anticipated Cessation Date _____
Bidder/Offeror Contact Name _____	Contact Phone Number _____

Certification: I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I attest that I am authorized to execute this certification on behalf of the above-referenced person or entity. I acknowledge that the State of New Jersey is relying on the information contained herein and thereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contracts with the State to notify the State in writing of any changes to the answers of information contained herein. I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreement(s) with the State of New Jersey and the State at its option may declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print): _____ Signature _____

Title: _____ Date: _____

Name of Company: _____ City/State/Zip: _____

To be completed, signed below & returned with proposal.

Attachment: Asbury Park COAH Planner RFP (2017-102 : Award of a Contract for COAH Planner)

Criteria	Points To be Earned	Heyer	Comment	T&M	Comment	CCH	Comment
Vendor's proposal demonstrates a clear understanding of the scope of work and related objectives	10	5	No mention of doing existing count	10	Perfect	10	Perfect
Vendor's proposal is complete and responsive to the technical/RFP requirements	10	10	Complete	10	Complete	10	Complete
Vendor evidences successful past performance of like projects with specific knowledge of COAH	10	8	Lists seven total projects	9	Lists 8 projects	9	Lists seven total projects; narratives for 3
History and experience in performing similar COAH related work	10	8	7 listed municipalities	9	8 listed municipalities; lead staff worked on COAH	10	Special Masters in over 100 cases; 54 planning clients
Availability of personnel, facilities, equipment, etc.	6	6	Complete	6	Complete	6	Complete
Qualification and experience of support personnel	6	3	No specific examples provided	4	Provided a few related to RFP	4	Provided a few related to RFP
Comprehensive work plan and schedule	6	3	Said done in one year; no schedule	6	Said done in one year; provided a schedule	6	Said done in one year; provided a schedule
Significant experience representing governmental clients	6	5	Not as extensive as other respondents	6	Currently 8; total of 38 plans	6	Special Masters in over 100 cases; 54 planning clients
Proof of licensure	6	6	1	6	Complete	6	Complete
Cost of goods/services to be provided	10	10	\$19,500	5	\$48,550	7	\$38,750
Quality and quantity of vendor's services to previous clientele	10	0	No samples	10	numerous	10	numerous
Vendor's financial ability to meet obligations	10	10	Complete	10	Complete	10	Complete
Total	100	74		91		94	



Clarke Caton Hintz

Architecture : Planning : Landscape Architecture



Proposal for: COAH Professional Planner

Submitted to:
City of Asbury Park

February 15, 2017

100 Barrack Street
Trenton, NJ 08608
Tel: 609 883 8383
Fax: 609 883 4044

www.clarkecatonhintz.com

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)


Clarke Caton Hintz

Architecture
Planning
Landscape Architecture

Michael Capabianco, City Manager
City of Asbury Park
One Municipal Plaza
Asbury Park, NJ 07712

February 15, 2017

**Re: RFP Professional Services – Affordable Housing (COAH) Professional Planner
Letter of Interest**

Dear Mr. Capabianco,

Clarke Caton Hintz (“CCH”) is pleased to provide our proposal for Affordable Housing (COAH) Professional Planner services for the City of Asbury Park. We are confident that we can assist the City in its effort to obtain approval of its housing element and fair share plan from Superior Court, known as a Judgment of Compliance and Repose.

Clarke Caton Hintz (“CCH”) has the most extensive affordable housing planning practice in New Jersey. More than 40 New Jersey municipalities have relied on CCH for preparation of third round housing elements and fair share plans and representation before the Superior Court and the Council of Affordable Housing (“COAH”) as experts on affordable housing and planning issues. Our approach is to assist towns in meeting their affordable housing obligations with creative strategies that fit within their overall land use policies, minimize municipal costs and avoid inappropriate development.

As you know, New Jersey’s affordable housing landscape continues to be in flux due to the March 2015 New Jersey Supreme Court decision directing municipalities to Superior Court to seek approval of their housing plan. We have been involved in affordable housing matters from the earliest days of the *Mt. Laurel* Court decisions through the recent resumption of responsibility for fair share housing planning by the Judiciary. In terms of affordable housing experience, we have a “deep bench”: Elizabeth McManus, Philip Caton and Mary Beth Lonergan have served as special masters to the Superior Court in over 100 affordable housing cases. Four additional licensed planners in the firm are either exclusively or predominantly devoted to affordable housing matters. Beth McManus will serve as the Project Manager for Asbury Park’s affordable housing efforts. Our experience in the role of special master translates to an ability to bring high-level, broad-spectrum insights into the negotiations that will ultimately, protect Asbury Park’s zoning authority through court-sanctioned immunity.

Philip Caton, FAICP
John Hatch, FAIA
George Hibbs, AIA
Brian Slauch, AICP
Michael Sullivan, AICP

Emeriti

John Clarke, FAIA
Carl Hintz, AICP, ASLA

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

Clarke Caton Hintz

Clarke Caton Hintz has significant expertise, not just in affordable housing, but in an array of additional planning and design services. We are an interdisciplinary team of planners, landscape architects, architects, historic preservationists and graphic designers. The firm has 9 licensed planners and 3 landscape architects among a staff of 35. We bring a strong design sense to planning and a comprehensive contextual approach to architecture. WHY DOES THAT MATTER FOR AFFORDABLE HOUSING WORK? Such depth provides us with the ability to solve affordable housing problems in a much more holistic manner: we go beyond the “numbers” to truly understand and articulate housing solutions that are appropriate to an individual site, neighborhood and municipality, in terms of design.

CCH is uniquely qualified to provide affordable housing planning services to the City of Asbury Park. We have the skills, qualifications and experience suited to the requirements of this important master plan element project for the preparation of the City’s Housing Element and Fair Share Plan. Furthermore, we have a deep understanding of the City and its planning goals and policies through our ongoing work on the Master Plan Reexamination Report and our service as the Planner to the Zoning Board of Adjustment.

Attached is a written description of our scope of work, resumes of key personnel, our standard hourly rates and other pertinent documentation as requested by the City. We would be pleased to meet with City representatives to discuss our approach and to answer any questions you may have.

Thank you for your consideration.

Sincerely,
Clarke Caton Hintz, PC, New Jersey



Michael F. Sullivan, ASLA, AICP
Principal



Clarke Caton Hintz

Architecture

Planning

Landscape Architecture

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Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

SECTION 1:

SCOPE OF WORK & ABILITIES TO MEET TIMEFRAME



SECTION 1 – SCOPE OF WORK & ABILITIES TO MEET TIMEFRAME

Clarke Caton Hintz

Architecture

Planning

Landscape Architecture

I. Scope of Work

Clarke Caton Hintz (“CCH”) is pleased with this opportunity to provide a proposal to the City of Asbury Park to provide Affordable Housing (“COAH”) Professional Planner Services. The Scope of Work below includes the tasks required by the City’s RFP including the preparation of a Housing Element and Fair Share Plan (collectively ‘Plan’), as well as an affordable housing development fee ordinance, spending plan and additional documents required pursuant to the Municipal Land Use Law and COAH’s adopted rules at *N.J.A.C.* 5:93-1 (substantive) and 5:91-1 (procedural).

In its landmark 1975 decision now referred to as “Mount Laurel I”, the New Jersey Supreme Court ruled that developing municipalities have a constitutional obligation to provide a realistic opportunity for the construction of low and moderate income housing. The subsequent years created a complex body of case law, as well as the Fair Housing Act in 1985 and the Council on Affordable Housing (COAH) in 1986. COAH created the criteria and guidelines for municipalities to determine and address their respective affordable housing obligation. The process established by COAH resulted in many municipalities adopting Housing Elements and Fair Share Plans that addressed their affordable housing obligation. However, over the last several years, COAH failed to adopt rules that would be upheld by the New Jersey Supreme Court. This failure led to the “Mt. Laurel IV” decision in March 2015 that provided a new direction for how New Jersey municipalities are to comply with the constitutional requirement to provide their fair share of affordable housing. The Court transferred responsibility to review and approve housing elements and fair share plans from COAH to designated Mt. Laurel trial judges. Accordingly, a Housing Plan adopted by the City of



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Asbury Park must now be submitted to Monmouth County Superior Court with a request for the Court's review and approval, referred to as a Judgment of Repose. This alternative process to that which was previously offered by COAH, while producing a substantially similar outcome, adds a layer of complication and necessary coordination.

Based on a January 18, 2017 decision from the New Jersey Supreme Court, a municipal affordable housing obligation is now composed of the following four (4) parts:

- present need (2015, rehabilitation);
- prior round (1987 to 1999, new construction);
- present need (1999 to 2015, new construction); and
- prospective need (third round, 2015 to 2025, new construction).

As a city designated as an Urban Aid Municipality, Asbury Park was not assigned a prior round obligation and it seems very unlikely a prospective need obligation will be assigned. **The City's present need (rehabilitation obligation or 1999-2015 new construction) has not yet been assigned by the Courts.** However, it seems likely the Court will determine the City's present need obligation (as well as other municipalities) prior to or soon after a Housing Element and Fair Share Plan is prepared.

We recommend the City establish an Affordable Housing Steering Committee. This Committee is necessary to guide decision making and to provide feedback on draft ideas and recommendations throughout the project. This will be particularly important since the City does not have institutional knowledge of COAH, since it did not previously receive a Judgment of Repose from Superior Court or Substantive Certification from COAH.

Our scope of work related to the provision of COAH Professional Planner services will prepare the City for entrance into the Superior Court process for review and approval of a Housing Element and Fair Share Plan. The scope of work is presented below.

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In examining the requirements of the Municipal Land Use Law, COAH's adopted rules at N.J.A.C. 5:93-1 et seq., and the amended Fair Housing Act (now requiring very low income units, for instance), we have prepared the following scope of work to produce a Housing Element and Fair Share Plan and related affordable housing documents for the City of Asbury Park:

I. Research Existing Affordable Housing Units

- a. **Analyze existing affordable housing units for creditworthiness** to address the City's present need rehabilitation share and as a means to address a future fair share obligation. The NJ Department of Community Affairs lists over 1,400 units of affordable housing in Asbury Park. We will work with City staff and developers/owners of these units to ascertain whether they are eligible to satisfy the City's obligation. Given the number of affordable units and projects where they are located, this scope of work and the associated costs are based on the Clarke Caton Hintz-identified information being collected by the City. Information to be reviewed includes, but is not limited to, affordability controls of the affordable units (typically in the form of a deed restriction or funding agreement), income limitations (number of units restricted to very low, low or moderate income households), and the number of bedrooms in the affordable units. This task is particularly important since it will be the City's first comprehensive inventory of affordable units that are eligible for credit against the fair share obligation.
- b. **Analyze planned or approved, but not constructed affordable housing units for creditworthiness** to address the City's present need rehabilitation share and as a means to address a future fair share obligation. This scope of work and the associated costs are based on the Clarke Caton Hintz-identified information being collected by the City. Information to be reviewed includes, but is not limited to, adopted zoning and redevelopment plans, resolutions of approval, and developer agreements.
- c. **Analyze the distribution and type (family, senior, etc.) of existing and planned affordable housing** to determine if it aligns with the City's goals and objectives. This analysis will enhance the City's understanding of those



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neighborhoods that may be underserved or saturated with low and moderate income housing units (as defined by the Fair Housing Act).

2. **Prepare Housing Element and Fair Share Plan**

a. **Address the requirements of the NJ Fair Housing Act - N.J.S.A. 52:27D-310**
Essential Components of a Municipality's Housing Element by preparing:

- i. An inventory of the municipality's housing stock by age, condition, purchase or rental value, occupancy characteristics, and type including the number of units affordable to low and moderate income households and substandard housing capable of being rehabilitated;
- ii. A projection of the municipality's housing stock, including the probable future construction of low and moderate income housing for the next ten years, taking into account, but not limited to, construction permits issued, approvals of applications for development and probable residential development of lands;
- iii. An analysis of the municipality's demographic characteristics, including but not necessarily limited to, household size, income level and age;
- iv. An analysis of the existing and probable future employment characteristics of the municipality;
- v. A determination of the municipality's present and prospective fair share for low and moderate income housing and its capacity to accommodate its present and prospective housing needs, including its fair share for low and moderate income housing;
- vi. A consideration of lands that are most appropriate for construction of low and moderate income housing and of the existing structures most appropriate for conversion to, or rehabilitation for, low and moderate income housing, including a consideration of lands of developers who have expressed a commitment to provide low and moderate income housing.



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b. Address COAH's Regulations - N.J.A.C. 5:93 Content of a Housing Element by including the following in the City's Housing Element:

- i. The minimum requirements prescribed by *N.J.S.A. 52:27D-310* (listed above).
- ii. Satisfaction of the municipality's present need rehabilitation share (not yet determined by the Court). This requires identification of those units and/or a rehabilitation program(s) that will address the obligation.
- iii. Satisfaction of the municipality's prior round obligation (zero (0)). The City will not be required to identify units or programs to satisfy the zero (0) unit prior round obligation.
- iv. Satisfaction of the municipality's present need 1999-2015 new construction (not yet determined by the Court). It is unclear if the Court will assign a present need 1999-2015 new construction; any obligation will require the City to identify units or programs that address the obligation.
- v. Satisfaction of the municipality's prospective need obligation (not yet determined by the Court). It seems unlikely the Court will assign such an obligation to the City; however, any obligation will require the City to identify units or programs that address the obligation.

c. Address COAH Regulations - N.J.A.C. 5:97-3.2 Content of a Fair Share Plan by including the following in the City's Fair Share Plan:

- i. A Fair Share Plan describes the completed or proposed mechanisms and funding sources, if applicable, that will be utilized to specifically address a municipality's rehabilitation share, prior round obligation, and a future fair share obligation, once determined by the Courts or by regulations. The Fair Share Plan shall be in a form provided by COAH and include at least the following:
 - Descriptions of any credits intended to address any portion of the fair share obligation, which shall include all information and documentation required by *N.J.A.C. 5:93* for each type of credit;
 - Descriptions of any mechanisms intended to address the affordable housing obligation.

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- ii. A demonstration that existing zoning or planned changes in zoning provide adequate capacity to accommodate any proposed inclusionary developments pursuant to N.J.A.C. 5:93;
 - iii. A demonstration of existing or planned water and sewer capacity sufficient to accommodate all proposed mechanisms; and
 - iv. A spending plan pursuant to N.J.A.C. 5:93.
 - d. Prepare Housing Element based on requirements set forth above.
 - e. Prepare Fair Share Plan (compliance methods to address affordable housing obligation) based on requirements set forth above. To include:
 - Zoning ordinance amendments, if needed;
 - Fair share ordinance;
 - Development fee ordinance;
 - Affirmative marketing plan;
 - Implementing resolutions; and
 - Spending plan.
 - f. **Public meetings and/or work sessions** with City staff, Affordable Housing Steering Committee, Planning Board and the City governing body. To include:
 - Four (4) meetings with City Staff and/or a special affordable housing steering committee
 - Three (3) meetings with the Planning Board and/or Council.
3. **Prepare Development Fee Ordinance**
- a. Draft ordinances, such as a development fee ordinance, necessary for the implementation of the mechanisms designed to satisfy the fair share obligation;



Clarke Caton Hintz

II. Description of Abilities to Meet Timeframe

Clarke Caton Hintz (CCH) is a professional organization with 28 professional staff members consisting of planners, architects, landscape architects and interior designers. Of these professionals, nine are licensed professional planners. Should the City select CCH for this assignment, Michael Sullivan, ASLA, AICP will be the Principal-in-Charge, Elizabeth McManus PP, AICP, LEED AP will be the Project Manager assisted by Dan Hauben, PP, AICP.

CCH staff members are available during the Planning Board's normally scheduled meeting on the first Tuesday of the month. **CCH understands and commits to the City's desired one-year time frame for completion of the Housing Element and Fair Share Plan.**

SECTION 2: QUALIFICATIONS



SECTION 2 – QUALIFICATIONS

Clarke Caton Hintz

Clarke Caton Hintz is an interdisciplinary team of planners, landscape architects, architects, historic preservationists and graphic designers. We bring a strong design sense to planning and a contextual approach to architecture. CCH is centrally located in Trenton, NJ, and all work will be provided from this location. With 28 professional staff, the firm applies a wide level of expertise to projects that extends well beyond that of the average professional services company. CCH has been the recipient of numerous planning, landscape architecture and architecture awards. Supporting the work in the firm are graphic artists and geographical information system (GIS) technicians. These in-house graphic capabilities allow us to create thematic maps and exhibits that assist our clients in conveying clear information to the public.

CCH is fully licensed and is in good standing to practice in the State of New Jersey. We have worked with numerous municipalities over our history and are proud to state that we currently have (54) municipal planning clients throughout New Jersey.

We have significant experience and expertise in Asbury Park. We are in the process of working with the City and Planning Board on a Master Plan Reexamination Report and we currently serve as the Planner to the Zoning Board of Adjustment. This work, as well as our previous work on the Waterfront Redevelopment Plan, have led to a deep understanding of the City's regulations, policies, and internal and external influences.

Furthermore, we have the most extensive affordable housing planning practice in New Jersey. More than 55 New Jersey municipalities have relied on CCH for preparation of affordable housing plans and representation before COAH and the courts as experts on housing and planning issues, including preparation of approximately 40 third round housing plans. In addition, three planners here, Beth McManus, Philip Caton, and Mary Beth Lonergan, have served as Special Court Masters to the Superior Court in over 100 NJ municipalities. We have been involved in affordable housing matters from the earliest days of the Mt. Laurel Court decisions (Philip Caton was the first Special Master appointed by the Court in 1983) through the most recent third round rules. Three planners in the firm are either exclusively or predominantly devoted to affordable housing matters. Our approach is to assist towns in meeting their affordable housing obligations with creative strategies that fit within overall land use policies, minimize municipal costs and avoid overdevelopment.

Our role as not only municipal affordable housing planners but also Special Court Masters gives us a unique advantage for helping municipalities navigate today's affordable housing landscape. As a result of this dual role, we are able to easily track recent legal decisions and ongoing litigation that impact municipal obligations and

**Clarke Caton Hintz**

compliance mechanisms. Additionally, our daily work with other Special Master's, affordable housing advocates, and others involved with *Mt. Laurel* litigation leads to an in depth understanding of the process municipalities are now required to follow for satisfying their affordable housing obligation and seeking approval from the Court.

Please see the following Firm Introduction and Awards for additional information on CCH's general qualifications for the City of Asbury Park COAH Professional Planner.

FIRM INTRODUCTION & AWARDS



Ethel R. Lawrence Homes, Mt. Laurel, NJ



Clarke Caton Hintz is an award-winning architecture, planning, and landscape architecture firm with more than 35 years of experience providing clients with a broad multi-disciplinary approach keyed to solving today's complex planning and design problems.

We approach planning and design as a professional collaboration and we believe that architecture, planning, landscape architecture, historic preservation and interior design are fundamentally interdependent. Our multi-disciplinary approach distinguishes us from the more traditional architecture and planning firms in New Jersey and was vital in our being named "Architecture Firm of the Year" by the New Jersey Chapter of the American Institute of Architects.

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)



As creative problem solvers, our goal is to offer attentive service and the appropriate design solution for each client. As we search for the proper balance between aesthetics and function, we focus on direct communication. This interactive process between client and design professional enables us to create design solutions that fulfill our clients' vision while meeting their financial goals.

Since our founding, the partners have maintained the firm at a manageable size so they can be closely involved with each planning and design project. Our staff has a depth of professional expertise that enables us to handle both large-scale projects and smaller, detail oriented projects, and to respond quickly to client requests. The partners' involvement with each project ensures the maintenance of high standards and the successful completion of our clients' work. This personal connection with our clients is at the essence of the partnership approach at Clarke Caton Hintz.

AFFORDABLE HOUSING: PLANNING AND DESIGN



Clarke Caton Hintz is recognized as a leader in affordable housing planning and design. Two of the partners have been appointed by the New Jersey Superior Court to serve as Masters in Mount Laurel litigation. Both partners have testified extensively in Superior Court and before the New Jersey Council on Affordable Housing as experts on housing and planning issues.

The firm has been involved in the preparation and revision of affordable housing plans of more than 40 New Jersey municipalities. Our approach is to assist towns in meeting their affordable housing obligation with creative solutions that avoid over-development.



Clarke Caton Hintz is distinguished from other New Jersey firms in that we are not only involved in planning and policy development but also in designing and building affordable housing. The firm has designed affordable housing for many municipal clients, including Princeton, Warren, Bernardsville, Metuchen, Roxbury, Newark, North Plainfield, and Trenton. Our design philosophy is to work with municipalities to create housing that is distinctive, yet fits within the architectural context of the neighborhood. The design must be economical and durable as well as attractive.

Clarke Caton Hintz has been singularly successful as the architect for senior citizen affordable housing funded by the United States Department of Housing and Urban Development (HUD) as well as funded through Low Income Housing Tax Credits (LIHTC). Eleven projects designed by the firm

and located in South River, Kearny, Middlesex Borough, Atlantic Highlands, Haddon, Mount Ephraim and West Orange have been selected for HUD funding. LIHTC projects include sites in Perth Amboy, Princeton, Edison, Millville, Trenton and Jersey City to name a few. In designing these projects, we strive to create affordable housing with which people can identify, feel proud and be motivated to maintain as an asset to their community.

PLANNING, URBAN DESIGN AND COMMUNITY DEVELOPMENT

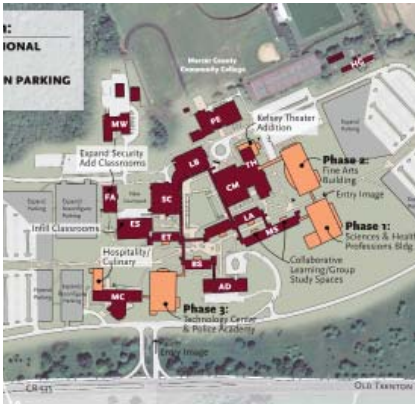
In New Jersey's increasingly complicated regulatory climate, it is critical that municipalities and private developers have access to planning expertise of the highest caliber. Clarke Caton Hintz provides state-of-the-art planning and consulting services to assist clients in making informed land use decisions for the continually changing rural, suburban and urban communities in which we live.

Our planning services to municipal governments include master planning, environmental and fiscal impact analyses, preparation of zoning, subdivision and development regulations, review of site plan and subdivision applications, redevelopment plans, affordable housing plans, transfer of development rights, historic district designations and special district studies.

Due to our knowledge of the development permitting process, many of New Jersey's premier developers are our private clients. The work we do for the private sector enhances our service to local government by giving us special insight into the impact of public policy on private land-owners and developers.

Clarke Caton Hintz is actively involved in the revitalization of New Jersey's cities. The firm has an extensive portfolio of work in urban design, community development and redevelopment plans throughout the state, including the planning of large-scale mixed-use projects in Trenton, Hoboken, Jersey City, Paterson, Newark, Plainfield, Asbury Park and Atlantic City. Often our urban design and community development projects include identifying and securing funding from government and foundation sources as well as implementation and project management.

At Clarke Caton Hintz, we present solutions that create a balance between preservation and growth. We understand the unique problems of New Jersey: the need to preserve a sense of community and protect natural resources while accommodating necessary development.





HOUSING: PLANNING AND DESIGN

Clarke Caton Hintz has a wide range of housing experience, ranging from College and University dormitory and student apartment design, to market rate and affordable units, to senior housing. We have also designed sensitive urban infill.

Clarke Caton Hintz is distinguished from other New Jersey firms in that we are not only involved in designing and building a wide range of housing, but also in the planning and policy development for housing in general and affordable housing in particular. The firm has designed housing projects for a wide range of Colleges and Universities, public and private clients, and affordable housing for many municipal clients. Our design philosophy is to work with our clients to create housing that is distinctive, yet fits within the architectural context of the neighborhood or campus. The design must be economical and durable as well as attractive.



SENIOR HOUSING

Clarke Caton Hintz strives to create senior housing that allows for both a home-like apartment setting as well as open and inviting communal spaces. Our charge is to design better environments for older adults, create spaces with which people can identify, feel proud and be motivated to maintain as an asset to their community.

We have designed numerous new senior housing projects, as well as the renovation of existing structures to create extraordinary facilities. Pellettieri Homes in Trenton, NJ is a good example of our work. The first new housing to be developed within the Roebling Complex was sponsored by Pellettieri Homes, a non-profit corporation in association with Pennrose Properties, a for-profit developer. This project involves the renovation of a two-story wire mill built by Roebling in 1899 to accommodate 76 senior citizen housing units. In order to accommodate the program, Clarke Caton Hintz designed a third floor to the existing structure.



HISTORIC PRESERVATION



The preservation and enhancement of our architectural heritage is an abiding interest at Clarke Caton Hintz. Much of our work involves the preservation, renovation and expansion of historic structures of great architectural merit. We utilize the design ideas embodied in these structures as a touchstone for the project. Thus the strength of the existing architecture is recaptured for new uses.

Our work involving landmark structures has included buildings like the Lambertville House, an early 19th century inn and tavern; the historic Hunterdon County Courthouse and Administrative Complex; the Ellarslie Mansion Museum in Trenton's Cadwalader Park; various buildings at Princeton University; and Morven, the former Governor's Mansion in Princeton. We have won numerous preservation awards at the local, state and regional levels.

Our commitment to historic preservation is perhaps best demonstrated by the firm's offices on the third floor of the Historic Trenton Masonic Temple. This space had been empty and unfinished since the completion of the building in 1928. Clarke Caton Hintz assisted the Masons in obtaining grants for a Preservation Plan as well as a major grant for extensive preservation work on the overall building. We then renovated the third floor, bringing new vitality to an underutilized structure. The Masonic Temple is an excellent example of how empty and underutilized historic structures can be adapted to new uses.

INSTITUTIONAL ARCHITECTURE



Institutional buildings serve as focal points for the fabric of our communities. They have a public presence and symbolic importance that transcend the underlying programmatic requirements. As permanent civic assets they are intended to be in service for the long term and must be durable and adaptable. We are sensitive to the special significance of institutional design commissions.

Clarke Caton Hintz has produced a substantial body of institutional design including municipal buildings, courthouses, College and University facilities, schools, minor league baseball stadiums and theaters. While some projects are entirely new buildings, others involve renovations to existing structures and expansions of older facilities.

Often our institutional designs are in urban centers where we must resolve issues of open space, parking, transportation, pedestrian pathways and



gathering areas. We strive to create a sense of scale and balance between the existing buildings and the new design.

We are mindful that the design for an institution becomes a symbol of the organization. Creating a high quality of building design is our objective and we work with clients until this is achieved.

SUSTAINABLE DESIGN



Clarke Caton Hintz is committed to the principles of energy efficiency and sustainable design. Our work encompasses a variety of sustainable initiatives, including LEED certified facilities, Smart Growth, Green Homes, Green Globes and project-specific sustainability goals. Our commitment to sustainability underlies each of our primary disciplines: architecture, landscape architecture, historic preservation, planning and interior design. We believe the key to a successful project is the integration of sustainable principles early on, as touchstones for decision making throughout a project and to ensure that those objectives are met.



Our personal and professional commitment to sustainable design is exemplified by our new offices at the Trenton Masonic Temple. Located in previously unfinished space in this landmark building, our offices are at the LEED Silver Certification level for energy efficiency and environmental design. Sustainable measures that are included in our office include occupancy-based lighting, ambient lighting sensors, new skylights, recycled materials, enhanced insulation, innovative HVAC systems, and photovoltaic cells to produce solar power. Our offices at the Masonic Temple are a model of sustainable design.

INTERIOR DESIGN



A natural complement to our architectural services is the interior design of many of our buildings, as well as the redesign of the interiors of existing structures. Whether it is the interior of a classroom building, courthouse or office, Clarke Caton Hintz strives to maintain a cohesive design sensibility answering our clients' needs.

We begin with a thorough space analysis which results in a detailed program summary. This is utilized for creating an efficient and creative space plan. With the client's budget in consideration, a comprehensive design is developed, often creating a new public image. Assistance is given in



implementing the design, including contractor selection, furniture and finish selections as well as lighting design.

We ensure the successful completion of our projects by working in partnership with our clients, translating their project requirements into an interior space reflective of their unique needs and aspirations.

LANDSCAPE ARCHITECTURE



Landscape architectural services provided by Clarke Caton Hintz encompass a broad range of disciplines dealing with the design of land. Included in our expertise is environmental analysis such as wetlands delineation, vegetation inventories, viewsheds, and soils. Our experience in the design of open spaces for parks and recreational use ranges from school playgrounds to campus open spaces, from major athletic facilities to regional preserves. The discipline includes the design of community parks, athletic fields, recreation areas, golf courses, waterfront parks, bikeways and campus plazas.



We also believe in emphasizing the importance of public streets, pedestrian paths and civic spaces. Landscape design principles have focused our architecture on the design of places rather than just objects. Every building profoundly impacts the surrounding spaces and buildings. Our designs emphasize public space, giving it more character and sometimes creating an entirely new public environment where none had existed before.

DESIGN FOR EDUCATION FACILITIES



Buildings are about far more than just their technical details: They are mirrors of an institution. The best buildings aren't just a result of creative and functional design, but also of sociology, economics and – at a School, College or University – the means and methods of education. Clarke Caton Hintz delivers outstanding buildings to our clients that meet their technical and operational needs, but we also have the skills and the interest to delve deeper than just how a building is put together. Our team's long-term commitment to the design of educational spaces means that our clients have a partner as committed and passionate about education as they are.

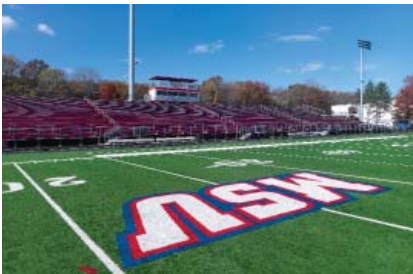
Our work is devoted to the pursuit of responsible and sensitive design. We aim to remember rather than re-invent, to emphasize the essential over



the superficial, and to produce work that is timeless rather than merely fashionable. We celebrate the interplay between the elements of a work and the whole of the campus.

We try to understand what makes each site authentic, what gives character to a place. Each building then responds to its specific context, addressing all of its variety and complexity while expressing a unique identity. Although we strive for beauty and visual delight, our architecture is integrated into the fabric of its surroundings. Buildings form the background, and the open spaces remain the focus.

ATHLETIC FACILITIES



Clarke Caton Hintz has worked on some of the best known athletic facilities in New Jersey, including three minor league baseball stadiums (Waterfront Park in Trenton, Campbell's Field in Camden and TD Bank Ballpark in Bridgewater). We have also completed an extraordinary array of athletic facilities for School, Colleges and Universities. This work ranges from large scale indoor arenas, gymnasias and aquatic centers to full track and field facilities with field house buildings containing restrooms, concessions, locker rooms, etc.

Athletic facilities are an important part of civic and campus life: They are a focal point for pride, for student and staff activity and for fundraising. They require both design sensitivity and technical expertise.

PARKING GARAGES



To accommodate the ever increasing demands for parking, construction of new Parking Structures continues to be essential. CCH strives to design these structures as permanent civic assets that are intended to be in service for the long term and must be attractive, durable and adaptable. The design should be distinctive at the ribbon-cutting, yet able to age gracefully.

Clarke Caton Hintz has designed parking garages for a wide range of clients, including Newark Airport, the Yankees and several Colleges and Universities. For many of these projects, we have been part of a design/ build team that has provided attractive parking facilities quickly and cost effectively.

Structured parking facilities can help resolve numerous urban design issues. We understand the complex design and structural issues that make parking garages work well in a wide range of environments.

AWARDS



2016

The Ferdinand Roebling Mansion - Offices for the NJ State League of Municipalities, *City of Trenton Historic Preservation Award, Trenton, NJ*

Thomas Edison State University Center for Learning & Technology, *City of Trenton Historic Preservation Award, Trenton, NJ*

Cadwalader Park Tennis Pavilion, *City of Trenton Historic Preservation Award, Trenton, NJ*



New Jersey City University School of Business, *Starnet Worldwide Commercial Flooring Gold Winner in Education Design Award, Jersey City, NJ*

Thomas Edison State University Center for Learning & Technology, *NJBIA New Good Neighbor Award, Trenton, NJ*

2015

Hoboken Green Infrastructure Strategic Plan, *American Planning Association-New Jersey Chapter Award, Hoboken, NJ*

Thomas Edison State College Campus Expansion, *New Jersey Future Smart Growth Award, Trenton, NJ*



2014

Port Colden United Methodist Church, *New Jersey State Historic Preservation Award, Port Colden, NJ*

2013

Rutgers University Tillett Hall, *AIA NJ Interior Architecture Merit Award, Piscataway, NJ*

Cadwalader Park Tennis Pavilion, *US Tennis Association National Large Public Outdoor Facility of the Year Award, Trenton, NJ*

2012

Mercer County 9/11 Memorial, *NJ Chapter American Association of Landscape Architects Merit Award, West Windsor, NJ*

Montclair State University Parking Garage, *National Precast Concrete Association Above-Ground Parking Award, Upper Montclair, NJ*

Yankee Stadium Ruppert Plaza Garage and Macombs Dam Rooftop Park, *PCI Design Award, Bronx, NY*





Yankee Stadium Rupert Plaza Garage and Macombs Dam Rooftop Park, *PCI Sustainable Design Award, Bronx, NY*

2011

Clarke Caton Hintz Offices, *AIA New Jersey Merit Award for Excellence in Architecture, Trenton, NJ*

Yankee Stadium 164th Street Parking Garage, *PCI Design Awards, Bronx, NY*

Cracker Factory, *New Jersey Future Smart Growth Award, Trenton, NJ*

Heritage Village, *FAME Awards the Shore Builders of Central NJ, Lawrenceville, NJ*

2010

AIA NJ 2010 Architectural Firm of the Year

Yankee Stadium 161st Street Parking Garage, *ACEC-NY Engineering Excellence Awards – Gold Award for Structural and Diamond Award for Civil, Bronx, NY*

Yankee Stadium 164th Street Parking Garage, *ACEC-NY Engineering Excellence Awards – Gold Award for Structural and Diamond Award for Civil, Bronx, NY*

Yankee Stadium Rupert Plaza Parking Garage, *ACEC-NY Engineering Excellence Awards – Gold Award for Structural and Diamond Award for Civil, Bronx, NY*

Clarke Caton Hintz Offices, *New Jersey State Historic Preservation Award, Trenton, NJ*

Clarke Caton Hintz Offices, *NJBIA New Good Neighbor Award, Trenton, NJ*

Heritage Village, *New Jersey Planning Officials Achievement in Planning Award, Lawrenceville, NJ*

Golden Swan, *New Jersey Future Smart Growth Award, Trenton, NJ*

South Warren Street Office Building, *New Jersey Future Smart Growth Award, Trenton, NJ*

2009

Yankee Stadium Redevelopment Project, *Building of America Award, Bronx, NY*

Franklin L. Williams Middle School, *Jersey City Public Schools, NJ Golden Trowel Masonry “Special Recognition” Award, Jersey City, NJ*



SECTION 3:

INDIVIDUALS

PERFORMING TASKS



SECTION 3 – INDIVIDUALS PERFORMING TASKS

Clarke Caton Hintz

The personnel listed below would be assigned to the City of Asbury Park. Full resumes can be found at the end of this section.



Michael Sullivan, ASLA, AICP will serve as the Principal-in-Charge. He leads many of the firm's urban design, planning and landscape architectural projects. His practice is founded upon a commitment to environmental planning and design, the principles of smart growth and the creation of livable places. Mr. Sullivan provides expert guidance on planning and design strategies within a spectrum of contexts, from the redevelopment of centers to the preservation of rural landscapes. Thoughtful attention to those elements of our environment that influence the spatial, visual and

functional character of places is woven throughout his work. Integration of this fundamental mission is evident in the planning and implementation of neighborhood and community design, adaptation and resiliency, landscape architecture, green infrastructure, land use policies and development regulations. Michael's work has been recognized by the American Planning Association, the American Society of Landscape Architects and other organizations.

Beth McManus is a Senior Associate at CCH, joining the firm in 2005. Ms. McManus is a licensed Professional Planner in the State of New Jersey with 15 years of planning experience, including affordable housing planning. She has a special expertise in affordable housing planning; she has prepared affordable housing plans for municipalities across the State and serves as Special Court Master in Mt. Laurel litigation before the New Jersey Superior Court. She serves as the planning consultant to New Jersey Planning Boards and Zoning Boards. Ms. McManus's municipal experience includes preparation of master plans, redevelopment studies, affordable housing plans, land use and zoning ordinances, site plan, subdivision, and "d" variance application reviews. Ms. McManus's private sector experience includes the preparation of expert planning testimony in support of variance and re-zoning applications. Additionally, Ms. McManus is a LEED (Leadership in Energy and Environmental Design) Accredited Professional, signifying her knowledge of the LEED building benchmark system and green building techniques.



In addition, the firm's GIS/Landscape Architects will provide required mapping as discussed in the Scope of Work.

MICHAEL F. SULLIVAN, ASLA, AICP

Principal

EDUCATION

Pennsylvania State University
Bachelor of Science in Landscape Architecture

PROFESSIONAL LICENSES

Landscape Architect
State of New Jersey; Commonwealth of Pennsylvania

Professional Planner
State of New Jersey

Member
American Institute of Certified Planners

PROFESSIONAL ACTIVITIES

American Society of Landscape Architects
Member

American Planning Association
Member



Michael Sullivan leads many of the firm's urban design, planning and landscape architectural projects. His practice is founded upon a commitment to excellence in environmental planning and design, advocacy of the principles of smart growth and the creation of livable places. Mr. Sullivan assists clients in the formulation of planning and design strategies within a spectrum of contexts, including the redevelopment of centers and the preservation of rural landscapes. His careful attention to those elements that influence the spatial, visual and functional character of places ensures the successful fulfillment of our clients' goals. Mr. Sullivan employs an array of design and planning tools, including the preparation of master plans, design standards, site plans, landscape architectural design, expert testimony and development regulations. His work has been recognized by the American Planning Association, the American Society of Landscape Architects and other organizations.

PROFESSIONAL EXPERIENCE

Asbury Park Waterfront Redevelopment Plan (1)
Asbury Park, NJ

The Peninsula at Bayonne Harbor (2)
Bayonne, NJ

Downtown Camden Strategic Development Plan
Camden, NJ

Yankee Stadium Macombs Dam Park
Bronx, NY

Oceanport's Vision for Fort Monmouth
Oceanport, NJ (3)

Hoboken South Redevelopment Plan
Hoboken, NJ

Chesterfield Planned Village Design
Chesterfield Township, NJ

Washington Borough Downtown Revitalization Plan (4)
Washington Borough, NJ

Secaucus Junction Area Vision Plan
Secaucus, NJ

Minish Waterfront Park
Newark, NJ

Independence Park Renovation
Newark, NJ

Turtle Back Zoo - Sea Lion & Touch Tank Exhibit
West Orange, NJ

Turtle Back Zoo Master Plan
West Orange, NJ

Turtle Back Zoo Entry Plaza
West Orange, NJ

Newark Waterfront Master Plan
Newark, NJ

Agricultural Residential Zone Photo Tour
Readington Twp, NJ

Mercer County Community College Master Plan
West Windsor @ Trenton, NJ

Brookdale Community College Collins Arena and Campus Fitness Ctr
Lincroft, NJ

Brookdale Community College AutoTechnology Facility
Lincroft, NJ

Princeton University, Alexander Street
Princeton, NJ

Historic Morven
Princeton, NJ

200 Elm Drive, Princeton Univ.
Princeton, NJ

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

ELIZABETH MCMANUS, LEED AP, PP, AICP

Senior Associate

EDUCATION

Rutgers University
Master of City & Regional Planning

Rutgers University
*Bachelor of Science, Environmental Policy,
Institutions and Behavior*

PROFESSIONAL LICENSES

LEED Accredited Professional
USGBC

Professional Planner
State of New Jersey

Member
American Institute of Certified Planners

PROFESSIONAL ACTIVITIES

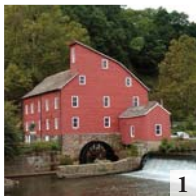
American Planning Association
Member

NJ American Planning Association
Sustainable Design Committee
Member, NJ Chapter

Ag In The City
Board of Trustees 2012 - Present

Sustainable Lawrence
Board of Trustees 2008 - 2012

Sustainable Update, NJ Municipalities
Magazine
Co-Author 2008 - 2011



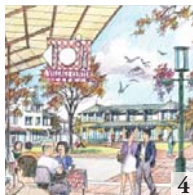
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Ms. McManus is a professional planner with 14 years of planning experience, including affordable housing planning. She serves as the planning consultant to New Jersey Planning Boards and Zoning Boards. Ms. McManus's municipal experience includes preparation of master plans, redevelopment studies, affordable housing plans, land use and zoning ordinances and development application reviews. Ms. McManus's private sector experience includes the preparation of expert planning testimony in support of variance and re-zoning applications. She has a special expertise in affordable housing planning; she has prepared affordable housing plans for municipalities across the State and serves as Special Court Master in Mt. Laurel litigation before the New Jersey Superior Court.

PROFESSIONAL EXPERIENCE

Municipal Master Plan Documents

Clinton Town, NJ (1)
Deptford Township, NJ
Flemington Borough, NJ
Franklin Township, NJ (Hunterdon)
Glen Gardner Borough, NJ
Hamilton Township, NJ (Mercer)
Lawrence Township, NJ (Mercer)
Washington Borough, NJ (Warren)
Readington Township, NJ

Redevelopment Planning

Flemington Borough, NJ
Haddonfield, NJ
Hoboken, NJ
Franklin Lakes, NJ
Jersey City, NJ
Lawrence Township, NJ (Mercer) (2)
Trenton, NJ
Washington Borough, NJ (Warren) (3)

Development Application Review

Bayonne City, NJ
Clinton Township, NJ
Clinton Town, NJ
Flemington Borough, NJ
Florence Township, NJ
Franklin Lakes, NJ
Franklin Township, NJ (Hunterdon)
Hamilton Township, NJ (Mercer)
Readington Township, NJ
Washington Borough, NJ (Warren)
West Windsor Township, NJ

Park and Recreation Area Planning

Natirar Park, Somerset County, NJ

Land Use and Zoning Ordinances

Flemington, NJ
Franklin Lakes, NJ
Hamilton Township, NJ (Mercer)
Lawrence Township, NJ (Mercer)
Little Ferry, NJ
Readington Township, NJ
Springfield Township, NJ

Housing Element & Fair Share Plans

Berlin Borough, NJ
Bethlehem Township, NJ
Clinton Town, NJ
Chesterfield Township, NJ
Flemington Borough, NJ
Franklin Lakes, NJ
Franklin Township, NJ (Hunterdon)
Greenwich Township, NJ
Hamilton Township, NJ (Mercer)
Lawrence Township, NJ
Lebanon Borough, NJ
Oceanport Borough, NJ (4)
Readington Township, NJ
Pittsgrove Township, NJ
Springfield Township, NJ (Burlington)
Tewksbury Township, NJ
Washington Borough, NJ (Warren)

Special Master Appointments

Bergenfield Borough, NJ
Carlstadt, NJ
East Rutherford, NJ
Fort Lee, NJ
Lyndhurst, NJ
Ridgefield, NJ
Rutherford Borough, NJ
Teterboro, NJ
South Hackensack, NJ
Wallington, NJ

DANIEL HAUBEN, PP, AICP

Planner

EDUCATION

Rutgers University
Master of City & Regional Planning

Binghamton University-SUNY
Bachelor of Arts, Geography - Urban Planning
Bachelor of Arts, English - Creative Writing

PROFESSIONAL LICENSES

Professional Planner
State of New Jersey

Member, Certified Planner
American Institute of Certified Planners

Mr. Hauben's professional background includes work in planning and community development. After receiving his Master of City and Regional Planning from the Bloustein School at Rutgers University, Mr. Hauben interned for nine months at The Reinvestment Fund in Philadelphia, where he supported community improvement activities designed to stabilize urban housing markets and increase access to supermarkets for residents of marginal urban areas.

Mr. Hauben has been deeply engaged in and has developed a thorough knowledge of affordable housing planning. His planning work also includes preparing Post-Superstorm Sandy resiliency plans; performing build-out analyses for municipal sewer service plans; reviewing planning and zoning board applications; and preparing redevelopment studies and redevelopment plans. Additionally, he is highly proficient in ArcGIS, and has used the software for illustrative and analytical purposes for various planning projects.

He is a licensed Professional Planner in New Jersey and a member of the American Institute of Certified Planners.

PROFESSIONAL EXPERIENCE**Affordable Housing Planning**

Vineland City, NJ
Lawrence Township (Mercer), NJ (1)
Union Township (Hunterdon), NJ
Allendale Borough, NJ
Ho-Ho-Kus Borough, NJ
East Windsor Township, NJ
Haddonfield Borough, NJ (2)
Franklin Lakes, NJ
Fair Haven Borough, NJ
Little Ferry Borough, NJ
Moorestown, NJ

Assistance to Special Court Masters

Phil Caton, Mary Beth Lonergan,
Elizabeth McManus at CCH

Sewer Service Plan*

Lakewood Township, NJ

Redevelopment Studies*

Neptune Township, NJ
Franklin Township (Gloucester), NJ

Strategic Recovery Planning Reports*

Seaside Park Borough, NJ (3)

Site Plan Reviews

Fair Lawn Borough, NJ*
Holmdel Township, NJ*
Bayonne City, NJ*
Franklin Township (Gloucester), NJ*
Fair Haven Borough, NJ

Grant Application and Coordination*

Lacey Township, NJ
Seaside Park Borough, NJ

Land Use Ordinances/Amendments

Neptune Township, NJ*
West Amwell, NJ
Franklin Lakes, NJ

Open Space Plans/Park Master Plans

Mt. Holly Township, NJ*
Union County, NJ*
Essex County, NJ*
Little Ferry Borough, NJ

Neighborhood Redevelopment and Resiliency Planning

Little Ferry Borough, NJ (4)



1



2



3



4

*Experience prior to joining CCH

SECTION 4:

PAST PERFORMANCE & REFERENCES



SECTION 4 – PAST PERFORMANCE & REFERENCES

Clarke Caton Hintz

Clarke Caton Hintz is recognized as a leader in affordable housing planning. Our expertise in affordable housing matters is integrated within all planning and architectural projects.

We have been involved in affordable housing matters from the earliest days of the Mt. Laurel court decisions through the current assumption of affordable housing by the NJ Superior Courts. More than 55 New Jersey municipalities have relied on CCH to prepare affordable housing plans and for representation before COAH and the courts as experts on housing and planning issues. Our comprehensive experience in affordable housing has lead to appointments by the New Jersey Superior Court, where Elizabeth McManus, as well as Philip Caton and Mary Beth Loneragan of CCH, serve as Special Court Masters in affordable housing Mt. Laurel matters. In this capacity, we have served in over 100 municipalities across the state. Our comprehensive approach assists towns in meeting their affordable housing obligation with creative strategies that fit within overall land use policies, minimize municipal costs and avoid over-development.

Example municipalities where CCH serves as affordable housing planner include, but are not limited to the following:

- Absecon City
- Avalon Borough
- Bayonne City
- Colts Neck Township
- Cranbury Township
- Deptford Township
- East Windsor Township
- Fair Haven Borough
- Flemington Borough
- Haddonfield Borough
- Hamilton Twp., Mercer
- Highland Park Borough
- Little Ferry Borough
- Little Silver Borough
- Montgomery Township
- Moorestown Township
- Ocean Twp., Monmouth
- Oceanport Borough
- Readington Township
- Secaucus Town
- South Brunswick
- Union Twp., Union County
- Vineland City
- Wall Township

CCH submitted a total of 20 plans to COAH or the Courts by COAH's initial December 20, 2005 deadline. The firm submitted 25 additional plans or plan revisions for COAH's December 31, 2008 deadline and many additional plans for COAH's 2010 deadline for Highland's communities. Today, we are working with more than two dozen towns to prepare housing plans, including four other Monmouth County towns.

Please see the following *Project Sheets* for additional information on the past performance of CCH on similar projects.

City of Asbury Park, New Jersey

Request for Qualifications

REFERENCE FORM

Consultant Name: (Please Print)

CLARKE CATON HINTZ

The consultant shall list references with needs similar to the City of Asbury Park for whom the consultant has provided comparable services. Please include name, address, telephone number, year(s) employed by referenced consultants, contact person, and type of work your performed for that entity.

1. Company Name/Municipality: Borough of Oceanport

Address: 315 East Main Street, Oceanport, NJ 07757

Contact Person: Honorable Jay Coffee

Phone: 732-222-8221

Type of Work: CCH serves as the planner to the Borough and the Land Use Board. This work involves preparation of master plan documents, redevelopment plans, ordinances and review of applications seeking approval. As part of this, CCH provides affordable housing services, including preparation of a third round Housing Element and Fair Share Plan that received a Judgment of Repose from Superior Court. Currently, CCH is engaged in settling the Borough's ongoing Mt. Laurel Declaratory Judgment action and preparing an amended Housing Element and Fair Share Plan.

Date of Completion: Ongoing; 2015 – Housing Plan adopted in June 2015

2. Company Name/Municipality: Borough of Franklin Lakes

Address: 480 DeKorte Drive, Franklin Lakes, NJ 07417

Contact Person: Gregory Hart, Borough Administrator

Phone: 201-891-0048 Ext. 1201

Type of Work: CCH serves as the planner to the Borough, Planning Board, and Zoning Board of Adjustment. This work involves preparation of master plan documents, redevelopment plans, ordinances and review of applications seeking approval. As part of this, CCH provides affordable housing services, including preparation of an Amendment to the Housing Element and Fair Share Plan to address the affordable housing contribution of a significant development in the Borough. Currently, CCH is engaged in settling the Borough's ongoing Mt. Laurel Declaratory Judgment action and preparing an amended Housing Element and Fair Share Plan.

Date of Completion: Ongoing; 2013 – Housing Plan adopted in December 2013

3. Company Name/Municipality: Borough of Flemington

Address: 38 Park Avenue, Flemington, NJ 08822

Contact Person: Honorable Phil Greiner

Phone: 908-410-0351

Type of Work: CCH serves as the planner to the Borough and the Land Use Board. This work involves preparation of master plan documents, redevelopment plans, ordinances and review of applications seeking approval. As part of this, CCH provides affordable housing services, including preparation of a third round Housing Element and Fair Share Plan that received substantive certification from COAH. Currently, CCH is engaged in settling the Borough's ongoing Mt. Laurel Declaratory Judgment action and preparing an amended Housing Element and Fair Share Plan.

Date of Completion: Ongoing; 2008 – Housing Plan adopted in December 2008

AFFORDABLE HOUSING PLANNING

New Jersey

Program

Assist towns in meeting affordable housing obligations



Clarke Caton Hintz is recognized as a leader in affordable housing planning. Our expertise in affordable housing matters is integrated within all planning and architectural projects.

We have been involved in affordable housing matters from the earliest days of the *Mt. Laurel* court decisions through the current assumption of affordable housing by the NJ Superior Courts. More than 55 New Jersey municipalities have relied on Clarke Caton Hintz to prepare affordable housing plans and for representation before COAH and the courts as experts on housing and planning issues. Our comprehensive approach assists towns in meeting their affordable housing obligation with creative strategies that fit within overall land use policies, minimize municipal costs and avoid over-development.

Our comprehensive experience in affordable housing has lead to appointments by the New Jersey Superior Court, where we serve as Special Court Masters in affordable housing *Mt. Laurel* matters. In this capacity, we have served in over 100 municipalities across the state.

Because of our court expertise, we are often involved in discussions with State policy makers, which provides an unusual insight into the regulatory environment that is brought to bear on behalf of our clients.

Representative Affordable Housing Clients:

Absecon City	Ho-Ho-Kus Borough
Allendale Borough	Hopewell Township,
Avalon Borough	Cumberland County
Bayonne City	Lawrence Twp., Mercer
Cape May Point Borough	Little Ferry Borough
Chesterfield Township	Little Silver Borough
Cranbury Township	Mannington Township
Delanco Township	Montgomery Township
Deptford Township	Moorestown Township
East Windsor Township	Ocean Twp., Monmouth
Edgewater Park Township	Oceanport Borough
Fair Haven	Pennsville Township
Flemington Borough	Pittsgrove Township
Florence Township	Readington Township
Gibbsboro Borough	Secaucus Town
Greenwich Township,	South Brunswick
Warren County	Springfield Township,
Haddon Township	Burlington County
Haddonfield Borough	Union Twp., Hunterdon
Hamilton Twp., Mercer	Union Twp., Union Cty.
Hampton Borough	Vineland City
Harrison Township	Wall Township
Highland Park Borough	Wenonah Borough

MASTER PLAN REEXAMINATION REPORT

Asbury Park, NJ

Program

Preparation of a Master Plan
Reexamination Report

Client

City of Asbury Park,
Monmouth County



Asbury Park Waterfront Neighborhood



Asbury Park Downtown

Clarke Caton Hintz recently started Asbury Park's Reexamination Report of the Master Plan. This Plan will provide the policy foundation for City improvement and revitalization efforts throughout the neighborhoods, downtown and waterfront. Our work will reflect the input and guidance received from City staff, a Steering Committee, and a robust public participation program that includes a series of community meetings and other participation opportunities.

In addition to addressing the statutorily required topics, the Reexamination Report will be organized around the nine topics important to the City: land use, historic preservation, sustainability, open space, parks and recreation, economic development, circulation (including pedestrian and bicycle), community facilities and urban design.

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

ASBURY PARK WATERFRONT REDEVELOPMENT PLAN

Asbury Park, NJ

Program

Waterfront Redevelopment of
229 ac. with an historic shoretown

Client

Asbury Partners, LLC

Cost

Total: \$1.2 billion



Site Plan



Wesley Grove

In 1873, James Bradley developed Asbury Park as a shore resort community with a religious orientation. His street plan incorporated park areas around three lakes and a grand boardwalk lined with significant public and private structures. Streets perpendicular to the beach flare open as they approach the boardwalk which gives the city a wonderful connection to the sea.

Through the 1980's and 1990's, Asbury Park undertook several major efforts to redevelop its waterfront area which had fallen on hard times, but these efforts failed.

In 2002, Asbury Partners/MD SASS acquired the right to be the prime developer for waterfront redevelopment area and retained Clarke Caton Hintz/Ehrenkrantz Eckstut & Kuhn to prepare a new Master Plan and associated development regulations. CCH/EE&K's

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

ASBURY PARK WATERFRONT REDEVELOPMENT PLAN

Asbury Park, NJ

work included extensive citizen participation, collaboration with consultants retained by the city, and negotiations with NJDEP on CAFRA permitting. The new Master Plan calls for walkable mixed use neighborhoods, integration of open space and development, and the adaptive reuse of historic structures. Detailed architectural design regulations will insure new buildings will live-up to Asbury Park's rich design heritage.

The key design principles are as follows:

- Bring the town back down to the ocean.
- Re-establish Ocean Avenue.
- Create a nighttime entertainment district.
- Maintain on street parking.
- Add new streetscape elements to help integrate on-street parking.
- Preserve the historic buildings within the area
- Locate and configure taller buildings perpendicular to the ocean to maximize views
- Develop new residential buildings that are compatible with and extend Asbury Park's special oceanside character

In addition, two luxury housing developments have been completed: Wesley Grove and North Beach. Work continues on the planned Esperanza condominium.



Entertainment District



Ocean Avenue



Wesley Lake District

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

ASBURY PARK WATERFRONT REDEVELOPMENT PLAN

Asbury Park, NJ



Cookman Avenue



Wesley Grove



Wesley Grove

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

Clarke Caton Hintz

Architecture | Planning | Landscape Architecture



ASBURY PARK WATERFRONT REDEVELOPMENT PLAN

Asbury Park, NJ



North Beach



Convention Hall

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

Clarke Caton Hintz

Architecture | Planning | Landscape Architecture



ASBURY PARK WATERFRONT REDEVELOPMENT PLAN

Asbury Park, NJ



Boardwalk



Boardwalk

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

Clarke Caton Hintz

Architecture | Planning | Landscape Architecture



HERITAGE VILLAGE

Lawrence Township, NJ

Program Mixed-use affordable, age-restricted housing & Street level retail	Client Township of Lawrence	Cost \$16.6 Million
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View from Brunswick Pike



Rear Entrance

To further the new urbanist design standards for the Brunswick Pike Redevelopment Area in Lawrence Township (also by CCH), CCH was retained to prepare conceptual plans and elevations for a mixed-use facility that would serve as a model for subsequent development in the corridor.

The buildings corner location and relationship to the street give the building a prominence and creates a distinct street edge, highlighted by the four story rotunda. The base of the building is retail/office with the upper floor dedicated to senior housing. The Township selected Community Investment Strategies as the developer. The Heritage Village development provides an important first step in the development of this commercial boulevard.

Architect of Record: Minno & Wasko

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

HERITAGE VILLAGE

Lawrence Township, NJ



Photovoltaics



Community Room

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

HOMESTEAD VILLAGE*Metuchen, NJ***Program**

77 housing units

ClientAtlantic Realty Development
Corporation**Cost**

\$7.5 million



View from Central Avenue



Exterior View

Located on a 6.5 Acre site, Homestead Village at Metuchen is a seventy-seven unit housing project containing both condominiums and townhouses. The project is a mix of market rate and affordable housing units. The sixteen (16) affordable units are composed of one and three bedroom units located throughout the site. The sixty-one (61) market rate units are a mix of two bedrooms and three bedroom unit types.

The housing units are organized into five buildings which vary in size from four units to sixteen units. The complex is planned as a neo-traditional neighborhood, with each of the five buildings separated by landscaped areas, play areas and small parking lots. Each unit has an entry porch and a private rear porch facing onto green space. The facades are brick with wood trim and the pediments and gables of the building fronts vary to resemble traditional rowhouse architecture.

THE PARKVIEW*Perth Amboy, NJ***Program**

New 87 unit enhanced “assisted” senior living facility

Additions to create Senior Center

Client

PARTNER / Perth Amboy Housing Authority

Cost

\$20 Million



Corner of Lee Street & New Brunswick Avenue



Facade Detail

The Parkview is a new enhanced “assisted” senior living facility located at the former site of the Middlesex County Vocational High School. The building will provide many amenities for the residents, including a large multipurpose room, kitchen, laundry facilities, a library and an exercise room. In addition, the facades are dominated by large “rocking chair” porches for the seniors to rest and relax.

The location of the building is ideal. The building fronts a large adjacent park. Its close proximity to downtown also affords the seniors convenience to many additional services they may need. The entire building is handicapped adaptable while twelve (12) units are fully accessible.

THE PARKVIEW*Perth Amboy, NJ*

Main Entry



Front Porch Looking Towards Park



Lobby

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

WOODLAND ACRES*Warren Township, NJ***Program**

57 units low & moderate income housing

Client

Warren Township

Cost

\$3.4 Million



Exterior

Clarke Caton Hintz was retained by Warren Township to plan and implement a 57 unit low and moderate income housing development. This project, known as Woodland Acres, was part of an agreement between the N.J. Council of Affordable Housing (COAH) and the Township regarding the construction of Mt. Laurel housing. Under the agreement, the Township declared a publicly owned 5.31 acre site a Redevelopment Area and selected a developer to build the housing directly for the Township.

Clarke Caton Hintz advised the Township on the procedures to create a Redevelopment Area and prepared a Request for Proposal for private developers interested in building the units. The RFP set forth

the project design and specifications and provided the criteria for developer selection. The project consists of 57 townhouse and apartment units (14 one BR; 34 two BR; 9 three BR). The developer's cost to build the project including site improvements and soft costs was \$3.4 million or approximately \$59,900 per unit.

To assist with the project financing Clarke Caton Hintz aided the Township with an application to the New Jersey Balanced Housing Program which provided the Township with a grant of \$839,785.00.

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

THE CRACKER FACTORY

Trenton, NJ

Program

18 one and two bedroom loft
condominium units

Client

HHG Development

Cost

\$3.6 million



View of Corner of Centre & Furman Streets



Historic Photo

The Cracker Factory is an exciting urban redevelopment and historic preservation project that transforms a complex of beautiful but underutilized 19th and early 20th century industrial buildings into a loft condominium project of 18 unique one and two bedroom units. The overall redevelopment project, includes more than 30 loft condominiums and single family units and transforms four blocks of the Ferry Historic District in Trenton's South Ward.

The Cracker Factory was built, beginning in 1847, by Adam and John Exton who founded the world-renowned A. Exton & Co. These brothers were the inventors of, among other things, the ubiquitous Oyster Cracker. Most of the buildings have beautiful wood detailing on the exterior, as well as multi-colored brick corbelling. On the interior, brick walls,

THE CRACKER FACTORY

Trenton, NJ

heavy timber and steel structure with tall, sloped ceilings provide the design inspiration for this adaptive reuse project.

The exterior of the building was restored, the brickwork cleaned and re-pointed, the wood cornices and trim repaired and new, energy efficient, historically appropriate windows installed. The interior has been completely reconfigured. One unit, which totals almost 3000sf on two levels, is located in the original baking area and has a beautiful arched ceiling and terra cotta floors. In addition to taking advantage of the historic character of the building, the units have been designed to be extremely energy efficient and to use sustainable design features. In addition to the sustainable features, every unit has its own garage and most have their own garden and/or balcony space.

Associate Architect: David Henderson, RA
Trenton, NJ



View Along Furman Street



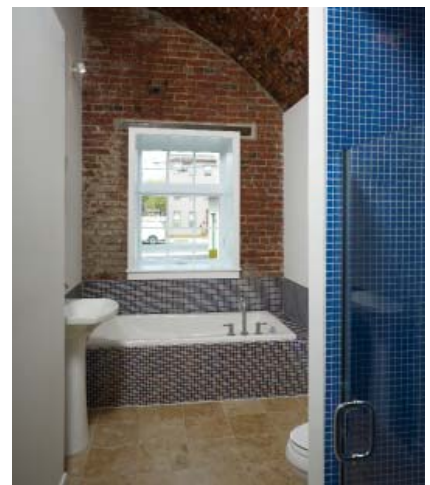
Courtyard



Typical Unit



Kitchen



Bathroom

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

CROSSROADS AT HOWELL

Howell Township, NJ

Program

70,431 sf senior living facility
86 units

7.5-acre site

Client

Presbyterian Homes &
Services

Cost

\$6.6 million



Front Entrance



Entrance Detail

The Crossroads at Howell is an 86 unit project funded through the U.S. Dept. of Housing and Urban Development's 202 Senior Citizen Housing Program. Located on a 7.57 Acre site adjacent to State Highway 9, The Crossroads at Howell is a three-story concrete bearing wall structure with a decorative brick and stucco exterior.

The building's adjacency to the highway provides residents easy access to the shopping district located in nearby Freehold. Other public spaces within the building include a main office adjacent to the lobby and seating area, a community room with an attached kitchen, crafts room, laundry facility, and television / reading rooms located on each floor.

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

MCCORRISTIN SQUARE

Hamilton Township, NJ

Program

New construction/ renovation of existing building into Senior Citizen Housing. 70 Total Units

Client

Pennrose Properties

Cost

\$5.1 Million



View from Parking Lot



Front Entrance

McCorristin Square Senior Housing is a project which combines both new construction and renovation. The project is on the grounds of the former Monsignor McCorristin High School Convent Building. The existing Convent building has also been converted into (12) apartments. Adjacent to the renovated building a new (2) story, 54,000 sf building which contains (58) apartment units has been built. This housing satisfied part of the Township's obligation to provide new affordable housing.

The Senior Housing complex is designed to reflect traditional residential architecture. Amenities within the building include a gracious lobby, multipurpose space, outdoor terrace, seating areas and laundry facilities.

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

MCCORRISTIN SQUARE

Hamilton Township, NJ



Main Lobby



Multipurpose Room

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

Clarke Caton Hintz

Architecture | Planning | Landscape Architecture



PELETTIERI HOMES

Trenton, NJ

Program Senior Citizen Housing 76 units	Client Pellettieri Homes	Cost \$5.8 Million
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Main Entrance

The master plan for the historic Roebbling Complex (also by CCH) called for mix of uses – retail, office, cultural and housing. The goal was to create vibrant 24 hour a day activity in the neighborhood. The first new senior housing to be developed within the Roebbling Complex was sponsored by Pellettieri Homes, a non-profit corporation in association with Pennrose Properties, a for-profit developer.

The project involves the renovation of a two story wire mill built by Roebbling in 1899. In order to accommodate the program, Clarke Caton Hintz proposed to add a third floor to the existing structure. Renovations were done in compliance with the Secretary of Interior Standards for Historic Structure. The design preserves the exterior brick, the large industrial type windows and interior timber frame. There are a variety of apartment types; 12 efficiencies, 63 one bedroom and 1 two bedroom.

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

PELLETTIERI HOMES

Trenton, NJ



Typical unit



Plaza



View from Roebling Complex entry

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

Clarke Caton Hintz

Architecture | Planning | Landscape Architecture



CHESTERFIELD TOWNSHIP - TRANSFER OF DEVELOPMENT RIGHTS PROGRAM AND VILLAGE PLAN

Chesterfield, NJ

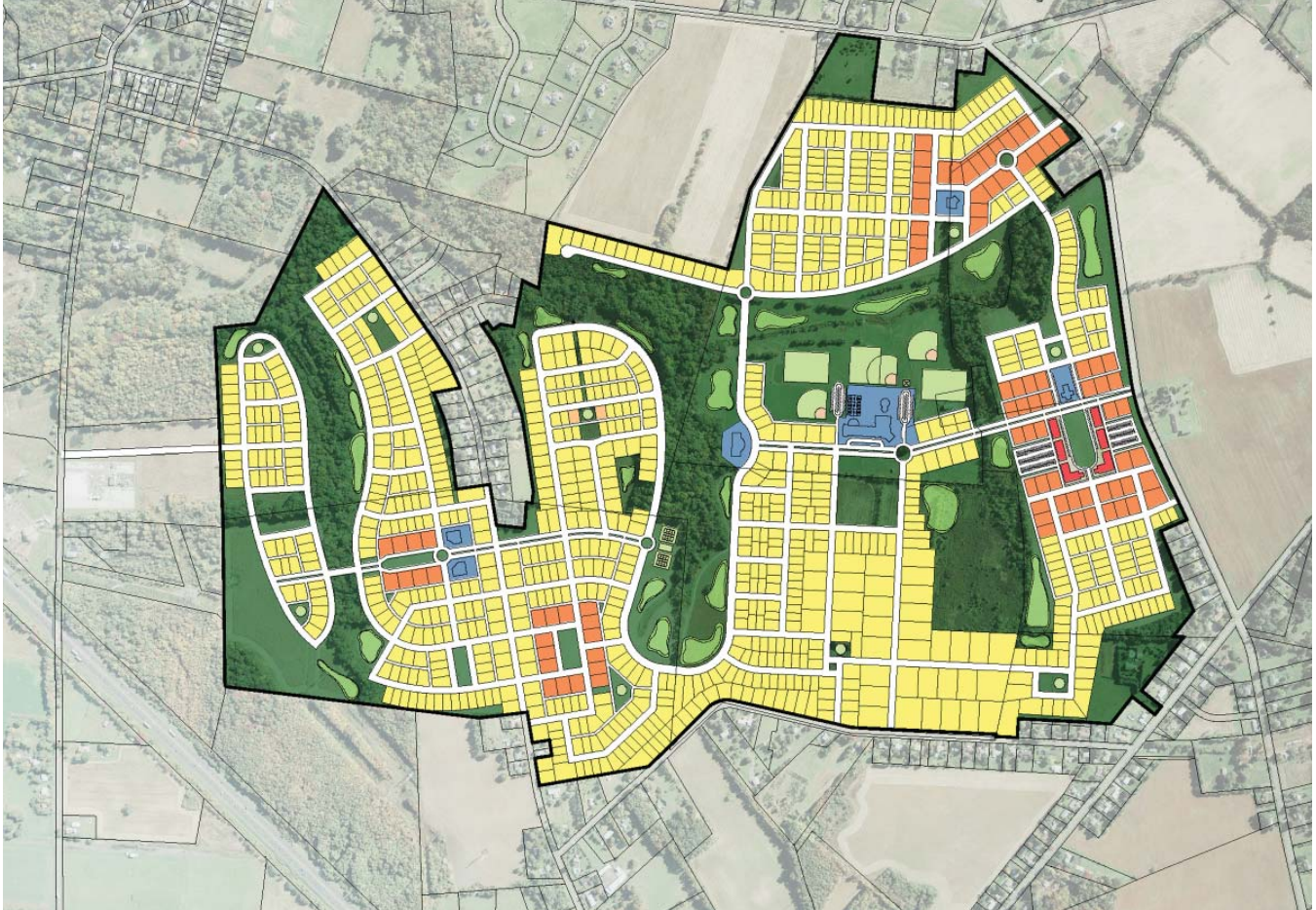
Program

560 acre neighborhood design
Architectural Design Standards

Site Plan Design Standards
Open space and streamwater guides

Client

Chesterfield Township



Land Use Plan



Aerial Photo (under construction)

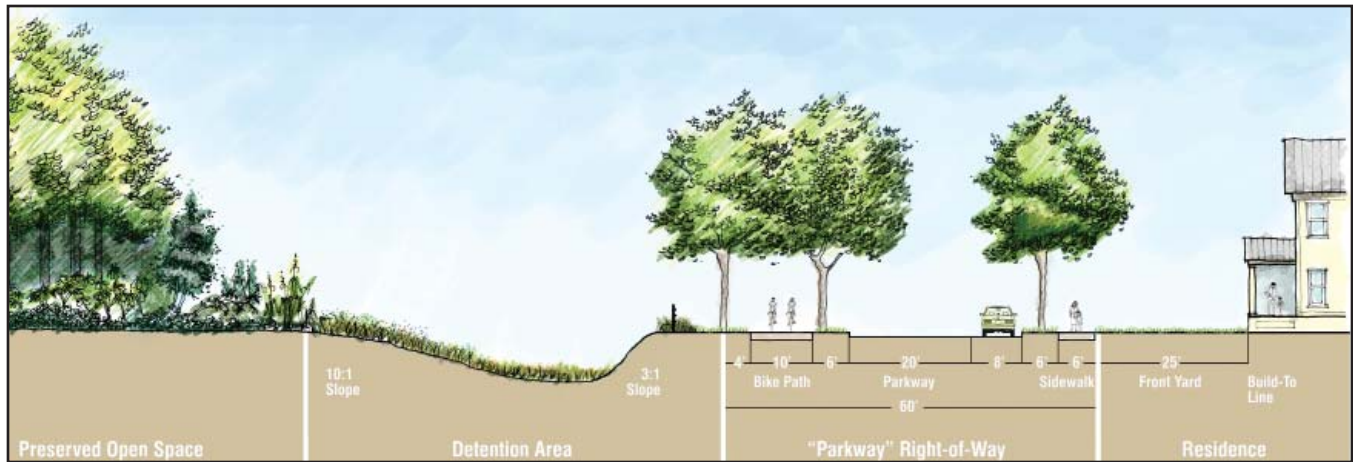
Chesterfield Township is an agricultural community that has been the focus of farmland preservation efforts by Burlington County - which is New Jersey's demonstration region for transfer of development rights (TDR). TDR allows the rights to build housing and commercial space to be transferred from agricultural preservation areas to a receiving zone. TDR reduces density in rural areas while preserving the equity in the land for farmers / landowners.

Clarke Caton Hintz created a design for "Old York Village" on 560 acres in Chesterfield utilizing the principles of neo-traditional development. These

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

CHESTERFIELD TOWNSHIP - TRANSFER OF DEVELOPMENT RIGHTS PROGRAM AND VILLAGE PLAN

Chesterfield, NJ



Stormwater Management

principles include an interconnected street network, a street layout organized around civic elements and parks, mixed use buildings incorporating shops and apartments, and a wide variety of housing types integrated into an open space network.

The village design was incorporated into the Township's Master Plan and Zoning Ordinance. It provides the basis for over 10,000 acres of agriculture and open space to be preserved as development rights are transferred into the receiving area.

The Village Plan also provides a set of site planning and architectural design standards which are intended to guide the development of each tract within the receiving area to resonate with the characteristics of the historic hamlets of Crosswicks and Chesterfield. These design standards are set forth both graphically and in text so as to illustrate clearly the Township's vision for Old York Village.



Neighborhood Park



Neighborhood Park

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

HOPEWELL TOWNSHIP- TRANSFER OF DEVELOPMENT RIGHTS PROGRAM

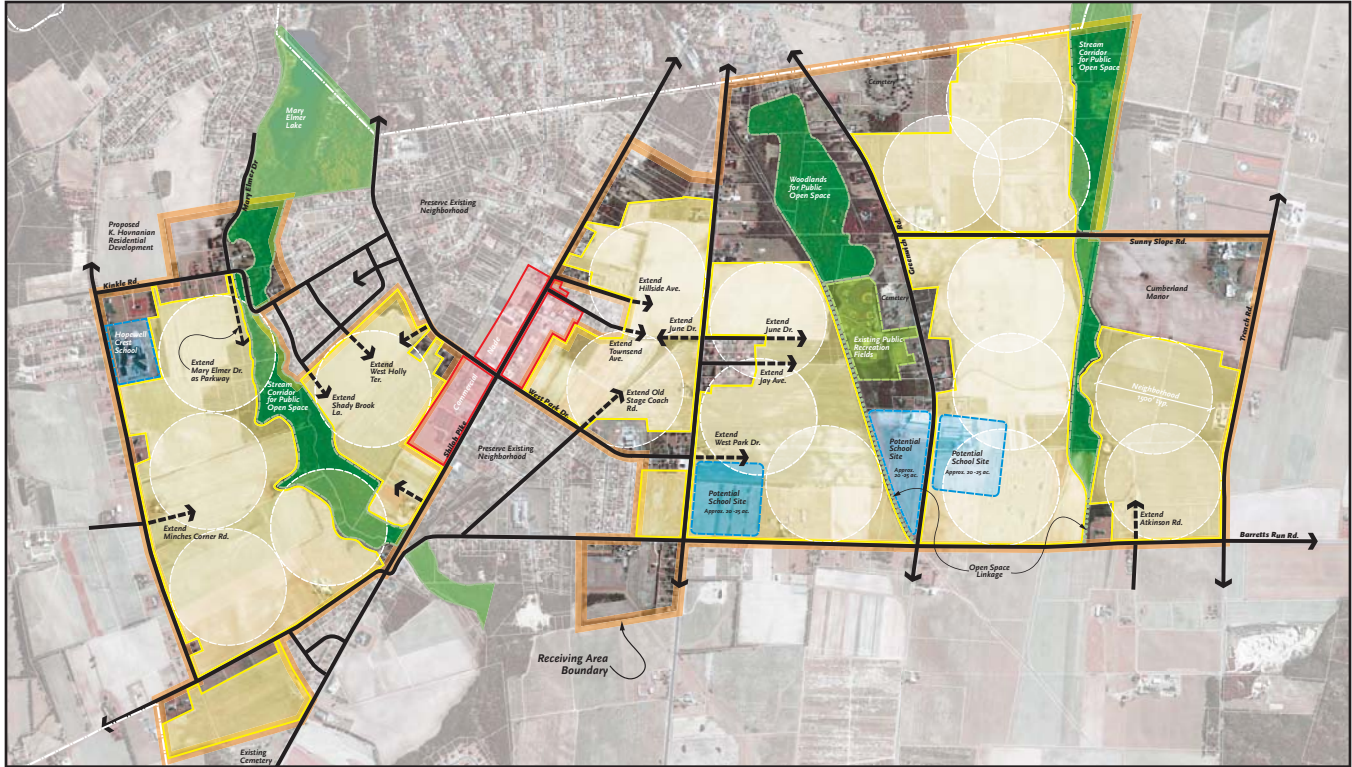
Hopewell Township, NJ

Program

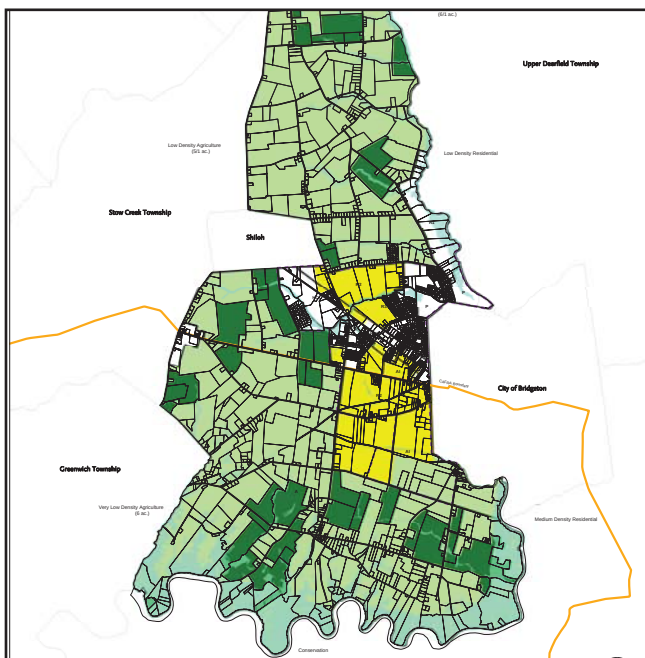
Preparation of master plan elements, ordinances and design guidelines

Client

Township of Hopewell



TDR Map



Receiving Area Opportunities

Hopewell Township is a rural municipality in western Cumberland County, one of the premiere agricultural centers of New Jersey. Clarke Caton Hintz is preparing a transfer of development rights plan that would help preserve the critical mass of prime farmland in this rural community and target future growth towards a core receiving area.

The planning process for this ambitious program began with an inventory of physical, cultural and visual features within the Township. Land use information revealed the developable lands in the Township, which was further analyzed for build-out capacity. Finally, a detailed planning and design analysis was conducted of the receiving area which located future development, parks, greenways, bicycle trails, recreation facilities and a future school site. Design guidelines will apply to the overall site layout and architectural design of the future residential and commercial development.

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

DEPTFORD TOWNSHIP - MASTER PLAN

Deptford, NJ

Program

Preparation of Master Plan

Client

Deptford Township



Public Art in Retail Centers



Diversity and Quality of Materials



Fountain as Gathering Place

Deptford Township emerged as the retail center of Gloucester County beginning with the Deptford Mall in the mid-1970's that formed the catalyst for substantial secondary retail development. The retail industry is highly competitive, yet at the same time highly cost conscious, which has created less than stellar aesthetic designs for buildings and landscapes.

Clarke Caton Hintz responded with a new Master Plan for development that among many recommendations established a community design plan for commercial development that addressed site development and aesthetic concern that had previously been missing.

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

MOORESTOWN MASTER PLAN

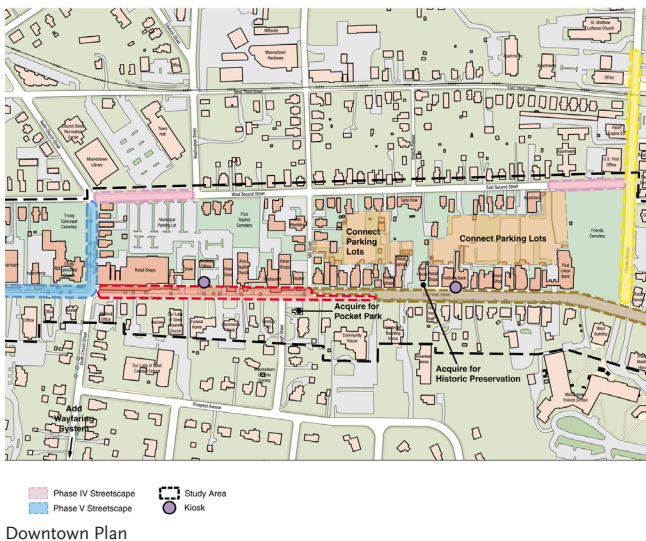
Moorestown, NJ

Program

Development of Comprehensive Master Plan

Client

Township of Moorestown
Planning Board



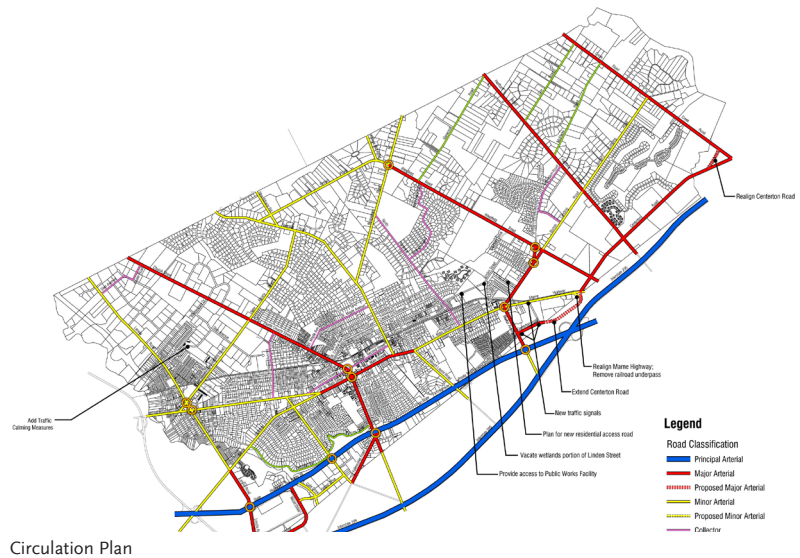
Moorestown is located in central Burlington County and is notable for its diverse architectural styles spanning three hundred years. Moorestown's town center has the highest concentration of historically significant buildings and most of its oldest structures. The intensity of historic resources along its Main Street is the largest contributor to the heritage of Moorestown. Although Main Street is no longer the prime commercial center of Moorestown, that being ceded to the Moorestown Mall and its ancillary retail stores at the periphery of the municipality, it remains the civic and religious locus of the municipality with no fewer than seven churches, the seat of local government, important civic assets and the town's banking center. Main Street provides for the every day needs of residents and is the location of a majority of the professional services available. Local officials became

MOORESTOWN MASTER PLAN

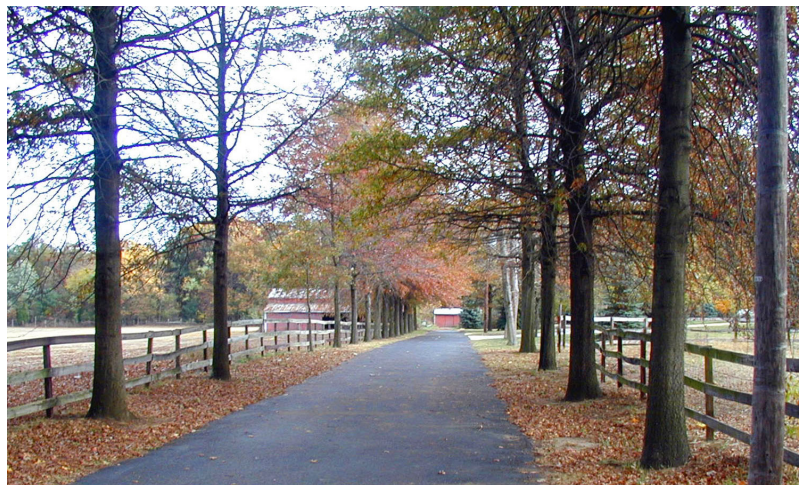
Moorestown, NJ

concerned that the public amenities of the streetscape, the perceived lack of parking and a gradual loss of retail businesses was eroding the quality of the town center.

Clarke Caton Hintz, in a comprehensive undertaking of planning throughout the municipality, singled out the town center for an overview of problems and issues of concern to officials, residents and business owners. This was accomplished in concert with the Township Engineer's plan for the reconstruction of sidewalks, curbing and the installation of additional landscaping and street furniture. Clarke Caton Hintz's analysis of the town center identified physical, regulatory and property owner constraints to maintaining and increasing the vitality of the town center. The firm suggested possible design solutions, changes to the municipality's zoning regulations and guidelines for new development that would be compatible with existing architectural features. Further recommendations included the creation of a 'wayfinding' sign system directing motorists from the main state highway, kiosks for disseminating information about upcoming events, the consolidation of individual parking lots into well-designed, well-lighted municipal lots.



Circulation Plan



BLACKWOOD WEST REDEVELOPMENT

Gloucester Township, NJ

Program

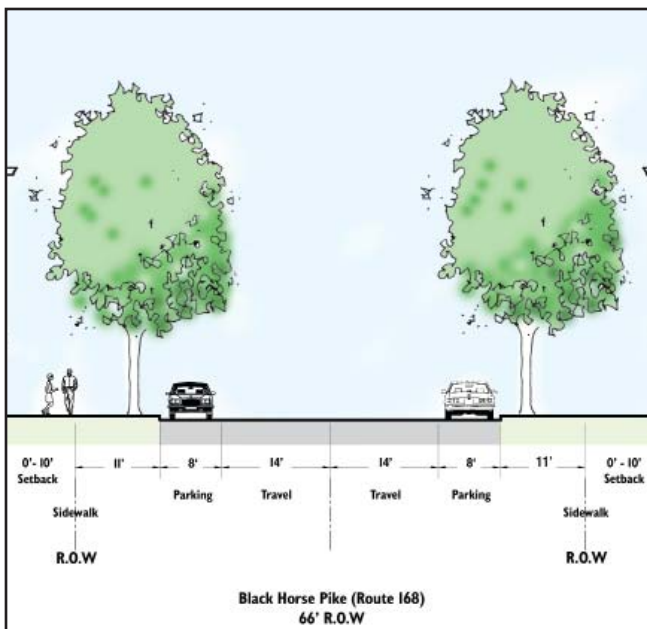
Redevelopment Plan for historic
Blackwood West

Client

Gloucester Township



Site Pln



Street Section

Blackwood West is the largest historic population center in Gloucester Township. The village is the focus of the municipality's efforts in historic preservation. The mid-century improvements in transportation and demand for new housing created new neighborhoods in Gloucester and other nearby townships that were more convenient. Blackwood West consequently experienced disinvestment in property, rapid obsolescence of land use and buildings, and a marginal business environment.

With the decline in the quality and variety of establishments, there is a clear need for action and for a more activist role for government in concert with private sector developers to create a thriving business environment in close proximity to and supported by existing and potential neighborhoods that surround the commercial core.

SECTION 5: TECHNICAL PROCESS AND EQUIPMENT



SECTION 5 – TECHNICAL PROCESS & EQUIPMENT

Clarke Caton Hintz

Clarke Caton Hintz (CCH) will tailor the approaches to addressing Asbury Park's affordable housing needs to the City's development patterns and land use goals. For developing the Plan and affordable housing documents, CCH planners will work with the City's Affordable Housing Steering Committee (as recommended to be established in the Scope of Work) and other designated City staff and/or officials. We will work directly with the Steering Committee and City staff and officials to determine how best to communicate about project process and distribute information internally.

Firm members are experts at working with City officials and with current for-profit and non-profit affordable housing developers/owners to gather the necessary documentation to ascertain the credit-worthiness of the existing and planned but not built affordable housing units. This expertise includes knowledge of current affordable housing regulations as well as insight in assessing where it may be useful for the City to request a rule waiver from Superior Court.

We will determine with the Affordable Housing Steering Committee the nature of the public outreach that best suits the City's interests. This may include periodic posting of information on the City's web site. However, we are prepared to engage in a more interactive participation with the public if the City so desires. This could include public meetings with stakeholders and interested citizens to educate and to solicit views on the City's housing plan. However, please note that this more involved public participation is not included in our financial estimate for the project.

Once the draft plan has been green-lighted for presentation by the Affordable Housing Steering Committee, CCH will lead a meeting for input from all stakeholders, including residents, developers, affordable housing groups, Planning Board Members and City officials. We will also make any draft or final work product available online or at City Hall.

In addition, we will work with City staff and Legal Counsel to ensure that the appropriate master plan public noticing is completed 10 days before the required Planning Board public hearing on the Housing Element as required by the Municipal Land Use Law at N.J.S.A. 40:55D-13. Required master plan public notice includes notice in the newspaper and to the clerks of surrounding municipalities as well as to the Monmouth County Planning Board (attaching the draft Plan as well as submitting the adopted plan after Planning Board action). The required endorsement resolution from the Governing Body must be adopted at a public meeting but does not require a public hearing.

Public presentations will be made using projections of digital slides as necessary to supplement printed material. This emphasis on effective communication of information allows our clients to focus on decision making, rather than interpretation.

SECTION 6:

COST DETAILS

**SECTION 6 – COST DETAILS**

Clarke Caton Hintz

Clarke Caton Hintz (“CCH”) proposes to undertake the Scope of Work for a total professional budget of \$38,750 (see attached Rate Schedule Form). Reimbursable expenses for printing, photography and so forth will be billed directly without markup in addition to fees for hourly work. Additional work authorized by Asbury Park beyond the scope of the contract, if any, will be billed on a time and materials basis in accordance with our prevailing rate schedules (see attached firm rates).

The estimate includes seven (7) public meetings and/or work sessions with the municipality. Any additional meeting time will be billed on an hourly basis at our regular rates (see attached firm rates).

We will provide the City with 25 copies of both the draft and final Housing Element and Fair Share Plan along with a ‘.pdf’ file on a compact disc of the final adopted plan.

We will package the submission to Superior Court for a Judgment of Repose, including the notices and action memoranda for the Planning Board and governing body.

Request for Qualifications

PROPOSAL/RATE SCHEDULE FORM

The following pricing components relate to the Scope of Work referenced in Section 2 of this RFP. **Review that section closely before providing detailed pricing for each of the following. Narrative responses to the RFP should be provided separately.**

Item	# of Hours	Hourly Rate	Fixed Price (F) or Estimate (E)?	Total One-time Cost	Annual Costs
1. Research Existing					
Affordable Units	175	\$125	E	\$21,875	\$21,875
2. Prepare Housing					
Element & Fair Share Plan	125	\$125	F	\$15,625	\$15,625
3. Prepare Development					
Fee Ordinance	10	\$125	F	\$1,250	\$1,250
Totals:	310	\$125		\$38,750	\$38,750
Note that the hourly rate is a blended average of those CCH staff members who will be involved in the task					

a. Provide additional details below regarding the above pricing components.

b. Exceptions to this proposal must be noted and described separately.

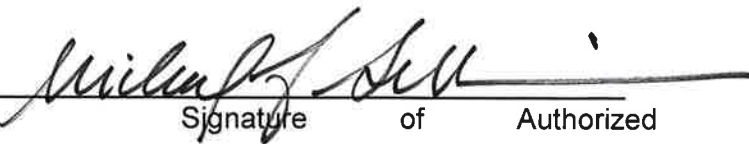
Clarke Caton Hintz, Michael F. Sullivan, ASLA, AICP

Name of Consultant

Authorized Representative (Print)

Principal

Title of Authorized Representative
Representative


Signature of Authorized

February 13, 2017

Date

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

CITY OF ASBURY PARK

CLARKE CATON HINTZ

2017 PROFESSIONAL PLANNING FEE SCHEDULE

Clarke Caton Hintz

Architecture

Planning

Landscape Architecture

PLANNERS & LANDSCAPE ARCHITECTSHOURLY RATEStandardExpert

Philip Caton, PP, FAICP	\$150	\$210
Brian Slauch, PP, AICP	\$150	\$210
Michael Sullivan, PP, AICP, LLA, ASLA	\$150	\$210
Mary Beth Lonergan, PP, AICP	\$145	\$185
Elizabeth McManus, PP, AICP, LEED AP	\$145	\$185
Kendra Lelie, PP, AICP, LLA, ASLA	\$140	\$180
Andrea Malcolm, PP, AICP	\$110	\$140
Emily Goldman, PP, AICP	\$110	\$135
Geoffrey Vaughn, ASLA	\$110	\$135
Christian Kuhn, LLA, ASLA	\$110	\$135
Daniel Hauben, PP, AICP	\$110	\$135
Jessica Bodnar, AICP	\$110	\$135

NOTE: Standard rates shall be applicable for all services to public sector clients except for those related to litigation/contested matters in which case Expert rates shall apply. Time for off-premise work is billable on a portal-to-portal basis. Reimbursable expenses, including travel, copying, computer plotting and other reproducible items, postal charges, photography, subcontracted work and other expenses directly related to a specific project or application are billed at the firm's direct cost without mark-up for administration.

W:\Marketing\M.2370 Asbury Park Planning Services\Asbury Park Public Rates 2016-2017.docx

Philip Caton, FAICP

John Hatch, FAIA

George Hibbs, AIA

Brian Slauch, AICP

Michael Sullivan, AICP

Emeriti

John Clarke, FAIA

Carl Hintz, AICP, ASLA

APPENDIX: FORMS

City of Asbury Park, New Jersey

Request for Qualifications

CHECKLIST – RETURN CHECKLIST WITH YOUR SUBMISSION

CONSULTANT: Clarke Caton Hintz

Respondent	Initials
1. Checklist Submission Form (This Form)*.....	<u>NAJ</u>
2. Letter of Interest.....	<u>NAJ</u>
3. Background Information Regarding the Consultant and Proposal	<u>NAJ</u>
4. Proposal Form (Form 1 attached)..... <u>Section 6</u>	<u>NAJ</u>
5. Reference Form (Form 2 attached)..... <u>Section 4</u>	<u>NAJ</u>
6. Non-Collusion Affidavit (Form 3 attached)*.....	<u>NAJ</u>
7. Stockholder Statement of Ownership (Form 4 attached)*...	<u>NAJ</u>
8. State of New Jersey Debarred List Affidavit (Form 5 attached)*	<u>NAJ</u>
9. Acknowledgment of Receipt of Addenda (Form 6 attached) *	<u>NAJ</u>
10. State of N.J. Business Registration Certificate (Sample 1 attached)*	<u>NAJ</u>
11. Letter on letterhead that there are no existing ethics violations*	<u>NAJ</u>
12. Completed "Doing Business with Iran form".....	<u>NAJ</u>

* Failure to submit these documents is cause for the proposal to be rejected.

City of Asbury Park, New Jersey

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

City of Asbury Park, New Jersey

Request for Qualifications

COLLUSION AFFIDAVIT

STATE OF NEW JERSEY)

SS:

COUNTY OF MONMOUTH)

I, Michael F. Sullivan, of the Municipality of City of Trenton, in the State of New Jersey, being of full age and duly sworn according to law, on my oath state as follows:

I am a principal of the firm of Clarke Caton Hintz, the consultant submitting the proposal for COAH services for the City of Asbury Park, and I have executed the proposal with full authority to do so. Further, the consultant has not, directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action(s) in restraint of free, competitive bidding in connection with the above-named project. All statements contained in the proposal and in this affidavit are true and correct and made with full knowledge that the City of Asbury Park shall rely upon the truth of the statements contained in the affidavit and in said proposal in awarding the contract for said project.

Clarke Caton Hintz

Name of Consultant

Michael F. Sullivan, ASLA, AICP

Authorized Representative (Print)

Principal

Title of Authorized Representative

Date

Michael F. Sullivan

Signature of Authorized Representative

Subscribed and sworn before me on

this 14 day of February 2017

R. Neal
Notary Public of NEW JERSEY

ROCHEZ B. NEAL
NOTARY PUBLIC OF NEW JERSEY
ID # 2438520
My Commission Expires 9/18/2018

My commission expires SEPTEMBER 18, 20 18.

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

City of Asbury Park, New Jersey

Request for Qualifications

STOCKHOLDER STATEMENT OF OWNERSHIP

I certify that the list below contains the names and home addresses of all persons holding ten percent (10%) or more interest in the undersigned partnership or corporation, as well as the names and home addresses of all persons who own an interest in any entity which owns ten percent (10%) or more of said partnership or corporation.



Witness and Corporate Seal

Clarke Caton Hintz
Name of Corporation or Partnership

Michael F. Sullivan, Principal
By: Name/Title

Shareholders or Partners:

Name: Michael F. Sullivan, ASLA, AICP

Address: 933 Gainsway Road, Yardley, PA 19067

Name: Brian M. Slauch, PP, AICP

Address: 304 E. 2nd Street, Moorestown, NJ 08057

Name: Philip B. Caton, FAICP

Address: 453 Federal City Road, Pennington, NJ 08534

Name: George M. Hibbs, AIA

Address: 136 Hidden Valley Lane, Newtown, PA 18940

Name: John D.S. Hatch, FAIA

Address: 165 Mercer Street, Trenton, NJ 08611

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

City of Asbury Park, New Jersey

**Request for Qualifications
STATE OF NEW JERSEY DEBARRED LIST AFFIDAVIT**

STATE OF NEW JERSEY)

SS:

COUNTY OF MONMOUTH)

I, Michael F. Sullivan, of the City of Trenton
in the County of Mercer and the State of New Jersey, of full age, being
duly sworn according to law on my oath depose and say that:

I am Vice President, an officer of the firm of Clarke Caton Hintz,
the consultant making the Proposal for the above-named Project, and I hereby certify that I have
executed the said Proposal with full authority to do so; that said consultant at the time of making
this Proposal is not included on the State of New Jersey, State Treasurer's List of Debarred,
Suspended or Disqualified Bidders; and that all statements contained in said Proposal and in this
Affidavit are true and correct, and made with the full knowledge that the City of Asbury Park relies
upon the truth of the statements contained in said Proposal and in the statements contained in
this Affidavit in awarding the contract for said Project.

The undersigned further warrants that should the name of the firm making this Proposal appear
on the State Treasurer's List of Debarred, Suspended or Disqualified Bidders at any time prior to,
and/or during the life of the contract, including the Guarantee period, the City of Asbury Park shall
be immediately notified by the signatory of this Eligibility Affidavit.

The undersigned understands that the firm making the bid as consultant is subject to disbarment,
suspensions and/or disqualification in contracting with the State of New Jersey, if the consultant,
pursuant to N.J.A.C. 7:1-5.2, commits any of the acts listed herein, and as determined according
to applicable laws and regulations.

Clarke Caton Hintz, 100 Barrack Street, Trenton, NJ 08608

Name and Address of Consultant

Michael F. Sullivan
Name and Title of Affiant Michael F. Sullivan, ASLA, AICP, Principal

Subscribed and sworn before me on
this 14 day of February 2017

ROCHEZ B. NEAL
NOTARY PUBLIC OF NEW JERSEY
ID # 2438520
My Commission Expires 9/18/2018

Notary Public of NEW JERSEY
My commission expires SEPTEMBER 18, 2018.



City of Asbury Park, New Jersey

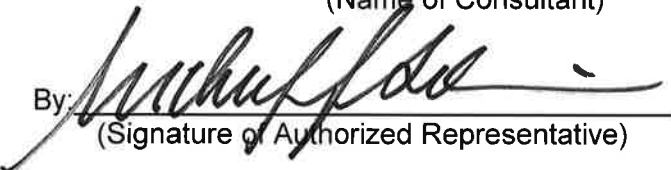
**Request for Qualifications
Environmental Services for EPA Brownfield Grant
ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA**

The undersigned consultant hereby acknowledges receipt of the following Addenda:

<u>Addendum Number</u>	<u>Dated</u>	<u>Acknowledge Receipt</u> (initial)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

If no addenda were received, initial here: J MFS

Acknowledged for: Clarke Caton Hintz
(Name of Consultant)

By: 
(Signature of Authorized Representative)

Name: Michael F. Sullivan, ASLA, AICP
(Print or Type)

Title: Principal

FORM NOT REQUIRED IF NO ADDENDA ISSUED

Date: February 14, 2017

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

01/05/10

Taxpayer Identification# 222-779-153/000

Dear Business Representative:

Congratulations! You are now registered with the New Jersey Division of Revenue.

Use the Taxpayer Identification Number listed above on all correspondence with the Divisions of Revenue and Taxation, as well as with the Department of Labor (if the business is subject to unemployment withholdings). Your tax returns and payments will be filed under this number, and you will be able to access information about your account by referencing it.

Additionally, please note that State law requires all contractors and subcontractors with Public agencies to provide proof of their registration with the Division of Revenue. The law also amended Section 92 of the Casino Control Act, which deals with the casino service industry.

We have attached a Proof of Registration Certificate for your use. To comply with the law, if you are currently under contract or entering into a contract with a State agency, you must provide a copy of the certificate to the contracting agency.

If you have any questions or require more information, feel free to call our Registration Hotline at (609)292-9292.

I wish you continued success in your business endeavors.

Sincerely,



James J. Fruscione
Director
New Jersey Division of Revenue

STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE		DEPARTMENT OF TREASURY/ DIVISION OF REVENUE PO BOX 252 TRENTON, N J 08646-0252
TAXPAYER NAME:	TRADE NAME:	
CLARKE CATON HINTZ, A PROFESSIONAL CORPO		
ADDRESS:	SEQUENCE NUMBER:	
100 BARRACK STREET 3RD FL TRENTON NJ 08608	0105471	
EFFECTIVE DATE:	ISSUANCE DATE:	
10/18/01	01/05/10	
 Director New Jersey Division of Revenue		
FORM-BRC (04-06), D205648V This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address.		

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

Clarke Caton Hintz

Architecture

Planning

Landscape Architecture

CITY OF ASBURY PARK**ETHICS VIOLATIONS LETTER****Title of Proposal:** COAH Professional Planner**Name of Contractor:** Clarke Caton Hintz

This is to certify that neither individuals of the firm nor the firm itself is not now nor has had any ethics violations against us.

I hereby further certify that there are no judgments nor have been within the last three years in which the firm has been adjudicated liable for professional malpractice.

Signed: 

Michael F. Sullivan, ASLA, AICP, Principal

Name of Firm: Clarke Caton Hintz**Address of Firm:**100 Barrack StreetTrenton, NJ 08608**Date:** February 14, 2017

Philip Caton, FAICP

John Hatch, FAIA

George Hibbs, AIA

Brian Slaugh, AICP

Michael Sullivan, AICP

Emeriti

John Clarke, FAIA

Carl Hintz, AICP, ASLA

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE
N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)
N.J.A.C. 17:27

GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS

During the performance of this contract, the consultant agrees as follows:

The consultant, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the consultant will ensure that equal employment opportunity is afforded to such 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 or sex. 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 consultant 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.

The consultant, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the consultant, 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.

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

The consultant, where applicable, 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.

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

The consultant agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment consultant which engages in direct or indirect discriminatory practices.

The consultant agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal

law and applicable Federal court decisions.

In conforming with the targeted employment goals, the consultant agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The consultant shall submit to the public consultant, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval

Certificate of Employee Information Report

Employee Information Report Form AA302 (electronically provided by the Division and distributed to the public consultant through the Division's website at www.state.nj.us/treasury/contract_compliance)

The consultant shall furnish such reports or other documents to the Division of Purchase & Property, CCAU, EEO Monitoring Program as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Purchase & Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.**

Signed: _____

Print Name: Michael F. Sullivan, ASLA, AICP

Name & Address of Company:

Clarke Caton Hintz

100 Barrack Street

Trenton, NJ 08608

Dated: February 14, 2017

REQUIRED EVIDENCE

**AFFIRMATIVE ACTION REGULATIONS
PUBLIC LAW 1975, c. 127 (N.J.A.C. 17:27)**

If awarded a contract, all procurement and service consultants will be required to comply with the requirements of P.L. 1975, c. 127, (N.J.A.C. 17:27). Prior to the date of the award, the consultant shall present one of the following:

1. A letter from the U. S. Department of Labor that the consultant has an existing federally approved or sanctioned Affirmative Action Program.
OR
2. A Certificate of Employee Information Report Approval.
OR
3. If you do not have either of the above, check below:
_____ Please send our company an Affirmative Action form for our completion
(A.A. 302-Affirmative Action Employee Information Report).

The following questions must be answered by all consultants:

1. Do you have a federally approved or sanctioned Affirmative Action Program?
Yes _____ No X _____
2. Do you have a State Certificate of Employee Information Report Approval?
Yes X _____ No _____

You shall submit a photostatic copy of such certificate.

The undersigned consultant certifies that it is aware of the commitment to comply with the requirements of P.L. 1975, c. 127 (N.J.A.C. 17:27) and agrees to furnish the required documentation pursuant to the law. The consultant must be rejected as non-responsible if the consultant fails to comply with the requirements of P.L. 1975, c. 127 (N.J.A.C. 17:27) within the time frame. The Affirmative Action Affidavit for consultants having less than fifty (50) employees is no longer acceptable, a New Jersey Certificate of Approval or A.A. 302 is required.

CONSULTANT : Clarke Caton Hintz

BY:


Michael F. Sullivan, ASLA, AICP, Principal

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

Certification

30171

CERTIFICATE OF EMPLOYEE INFORMATION REPORT**RENEWAL**

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of

15-FEB-2013 to 15-FEB-2020

**CLARKE CATON HINTZ
100 BARRACK STREET
TRENTON**

NJ 08608



A handwritten signature in black ink, appearing to read "Andrew P. Sidamon-Eristoff".

Andrew P. Sidamon-Eristoff
State Treasurer

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

**AMERICANS WITH DISABILITIES ACT OF 1990
Equal Opportunity for Individuals with Disability**

The consultant and the City of Asbury Park (hereinafter the "City") do hereby agree that the provisions of Title 11 of the Americans with Disabilities Act of 1990 (the "Act") (42 U.S.C. S12101, et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs and activities provided or made available by public entities, and the rules and regulations promulgated pursuant thereunto, are made a part of this contract. In providing any aid, benefit or service on behalf of the City pursuant to this contract, the consultant agrees that the performance shall be in strict compliance with the Act. In the event that the consultant, its agents, servants, employees or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the consultant shall defend the City in any action or administrative proceeding commence pursuant to the Act. The consultant shall indemnify, protect and save harmless the City, its agents, servants and employees from and against any and all suits, claims, losses, demands or damages, of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The consultant shall, at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the City's grievance procedure, the consultant agrees to abide by any decision of the City which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the City, or if the City incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the consultant shall satisfy and discharge the same at its own expense.

The City shall, as soon as practicable after a claim has been made against it, give written notice thereof to the consultant along with full and complete particulars of the claim. If any action or administrative proceeding is brought against the City or any of its agents, servants and employees, the City shall expeditiously forward or have forwarded to the City every demand, complaint, notice, summons, pleading or other process received by the City or its representatives.

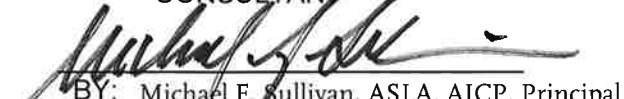
It is expressly agreed and understood that any approval by the City of the services provided by the consultant pursuant to this contract will not relieve the Consultant of the obligation to comply with the Act and to defend, indemnify, protect and save harmless the City pursuant to this paragraph.

It is further agreed and understood that the consultant assumes no obligation to indemnify or save harmless the consultant, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the consultant expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the consultant's obligations assumed in this Agreement, nor shall they be construed to relieve the consultant from any liability, nor preclude the Consultant from taking any other actions available to it under any other provisions of the Agreement or otherwise at law.

WITNESS:


John D.S. Hatch, FAIA, Principal

CONSULTANT : Clarke Caton Hintz


BY: Michael F. Sullivan, ASLA, AICP, Principal

DATED: February 14, 2017

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

STATE OF NEW JERSEY – DIVISION OF PURCHASE AND PROPERTY
DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN

Solicitation Number: _____

Bidder/Offeror: Clarke Caton Hintz

PART 1: CERTIFICATION

BIDDERS MUST COMPLETE PART 1 BY CHECKING EITHER BOX

FAILURE TO CHECK ONE OF THE BOXES WILL RENDER THE PROPOSAL NON-RESPONSIVE

Pursuant to public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that neither the person or entity, nor any of its parents, subsidiaries, or affiliates, is identified on the Department of Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran. The Chapter 25 list is found on the Division's website at <http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Bidders **must** review this list prior to completing the below certification. **Failure to complete the certification will render a bidder's proposal non-responsive.** If the Director finds a person or entity to be in violation of law, s/he shall take action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

PLEASE CHECK THE APPROPRIATE BOX:

☒ I certify, pursuant to Public Law 2012, c. 25, that neither the bidder listed above nor any of the bidder's parents, prohibited activities in Iran pursuant to P.L. 2012, c. 25 ("Chapter 25 List"). I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and authorized to make this certification on its behalf. **I will skip Part 2 and sign and complete the Certification below.**

OR

☐ I am unable to certify as above because the bidder and/or one or more of its parents, subsidiaries, or affiliates is listed on the Department's Chapter 25 list. I will provide a detailed, accurate and precise description of the activities in Part 2 below and sign and complete the Certification below. Failure to provide such will result in the proposal being rendered as non-responsive and appropriate penalties, fines and/or sanctions will be assessed as provided by law.

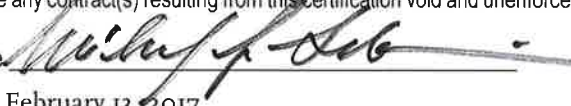
PART 2: PLEASE PROVIDE FURTHER INFORMATION RELATED TO INVESTMENT ACTIVITIES IN IRAN –

You must provide a detailed, accurate and precise description of the activities of the bidding person/entity, or one of its parents, subsidiaries or affiliates, engaging in the investment activities in Iran outlined above by completing the box below.

PLEASE PROVIDE THOROUGH ANSWERS TO EACH QUESTION.

Name: _____	Relationship to Bidder/Offeror _____
Description of Activities _____	
Duration of Engagement _____ Anticipated Cessation Date _____	
Bidder/Offeror Contact Name _____ Contact Phone Number _____	

Certification: I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I attest that I am authorized to execute this certification on behalf of the above-referenced person or entity. I acknowledge that the State of New Jersey is relying on the information contained herein and thereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contracts with the State to notify the State in writing of any changes to the answers of information contained herein. I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreement(s) with the State of New Jersey and the State at its option may declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print): Michael F. Sullivan, ASLA, AICP Signature: 

Title: Principal Date: February 13, 2017

Name of Company: Clarke Caton Hintz City/State/Zip: Trenton, NJ 08608

To be completed, signed below & returned with proposal.

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)



CLARCAT-01

2.H.1.d

DATE (MM/DD/YYYY)

10/21/2016

CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Borden Perlman Salisbury & Kelly 250 Phillips Blvd Suite 280 Ewing, NJ 08618	CONTACT NAME: Abbie Douglas PHONE (A/C, No, Ext): (609) 512-2912 115 FAX (A/C, No): (609) 895-1468 E-MAIL ADDRESS: adouglas@bordenperlman.com
INSURED Clarke Caton Hintz PC 100 Barrack Street Trenton, NJ 08608-2008	INSURER(S) AFFORDING COVERAGE INSURER A: Continental Casualty Company INSURER B: Valley Forge Insurance Company INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC OTHER:		4017846653	11/09/2016	11/09/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 EBL \$ 1,000,000
A	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY		4017846653	11/09/2016	11/09/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☐ UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000		4017846801	11/09/2016	11/09/2017	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	4017975167	11/09/2016	11/09/2017	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Evidence of Insurance

CERTIFICATE HOLDER ** SAMPLE CERTIFICATE ** ** SAMPLE CERTIFICATE ** ** SAMPLE CERTIFICATE **	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
---	--

ACORD™ CERTIFICATE OF LIABILITY INSURANCEDATE (MM/DD/YYYY)
12/19/2016

PRODUCER

WHITEHORN FINANCIAL GROUP, INC.
44 Main Street, Suite 3
Milburn, NJ 07041
(973) 564-9330

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED

Clarke Caton Hintz

100 Barrack Street
Trenton, NJ 08608

INSURERS AFFORDING COVERAGE

NAIC#

INSURER A: **Continental Casualty Company****20443**

INSURER B:

INSURER C:

INSURER D:

INSURER E:

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
		GENERAL LIABILITY				EACH OCCURRENCE \$
		☐ COMMERCIAL GENERAL LIABILITY				DAMAGE TO RENTED PREMISES (Ea occurrence) \$
		☐ CLAIMS MADE ☐ OCCUR				MED EXP (Any one person) \$
						PERSONAL & ADV INJURY \$
						GENERAL AGGREGATE \$
		GEN'L AGGREGATE LIMIT APPLIES PER				PRODUCTS - COMP/OP AGG \$
		☐ POLICY ☐ PRO-JECT ☐ LOC				
		AUTOMOBILE LIABILITY				COMBINED SINGLE LIMIT (Ea accident) \$
		☐ ANY AUTO				BODILY INJURY (Per person) \$
		☐ ALL OWNED AUTOS				BODILY INJURY (Per accident) \$
		☐ SCHEDULED AUTOS				PROPERTY DAMAGE (Per accident) \$
		☐ HIRED AUTOS				
		☐ NON-OWNED AUTOS				
		GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT \$
		☐ ANY AUTO				OTHER THAN AUTO ONLY: EA ACC \$
						AGG \$
		EXCESS/UMBRELLA LIABILITY				EACH OCCURRENCE \$
		☐ OCCUR ☐ CLAIMS MADE				AGGREGATE \$
						\$
						\$
		DEDUCTIBLE				\$
		RETENTION \$				\$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				WC STATUTORY LIMITS OTH-ER
		ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?				E.L. EACH ACCIDENT \$
		If yes, describe under SPECIAL PROVISIONS below				E.L. DISEASE - EA EMPLOYEE \$
		OTHER				E.L. DISEASE - POLICY LIMIT \$
		Errors and Omissions	AEH 28-828-00-65	01/06/17	01/06/18	\$2,000,000 Per Claim and Aggregate

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

CERTIFICATE HOLDER

Sample Certificate

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Maurice Andrews

THIS DOCUMENT IS PRINTED ON WATERMARKED PAPER, WITH A MULTI-COLORED
BACKGROUND AND MULTIPLE SECURITY FEATURES. PLEASE VERIFY AUTHENTICITY.

**State Of New Jersey
New Jersey Office of the Attorney General
Division of Consumer Affairs**

THIS IS TO CERTIFY THAT THE
Board of Professional Planners

HAS LICENSED

**MICHAEL F. SULLIVAN
933 GAINSWAY ROAD
YARDLEY PA 19067-3069**

FOR PRACTICE IN NEW JERSEY AS A(N): **Professional Planner**

03/30/2016 TO 05/31/2018
VALID


Signature of Licensee/Registrant/Certificate Holder

33LI00515300
LICENSE/REGISTRATION/CERTIFICATION #


ACTING DIRECTOR

THIS DOCUMENT IS PRINTED ON WATERMARKED PAPER, WITH A MULTI-COLORED
BACKGROUND AND MULTIPLE SECURITY FEATURES. PLEASE VERIFY AUTHENTICITY.

**State Of New Jersey
New Jersey Office of the Attorney General
Division of Consumer Affairs**

THIS IS TO CERTIFY THAT THE
Board of Architects

HAS LICENSED

**Michael F. Sullivan
933 Gainsway Road
Yardley PA 19067-3069**

FOR PRACTICE IN NEW JERSEY AS A(N): **Licensed Landscape Architect**

03/29/2016 TO 05/31/2018
VALID


Signature of Licensee/Registrant/Certificate Holder

21AS00061200
LICENSE/REGISTRATION/CERTIFICATION #


ACTING DIRECTOR

THIS DOCUMENT IS PRINTED ON WATERMARKED PAPER, WITH A MULTI-COLORED
BACKGROUND AND MULTIPLE SECURITY FEATURES. PLEASE VERIFY AUTHENTICITY.

**State Of New Jersey
New Jersey Office of the Attorney General
Division of Consumer Affairs**

THIS IS TO CERTIFY THAT THE
Board of Professional Planners

HAS LICENSED

**Elizabeth K. McManus
5 Pennroad Avenue
Trenton NJ 08638**

FOR PRACTICE IN NEW JERSEY AS A(N): **Professional Planner**

05/23/2016 TO 05/31/2018
VALID

33LI00591500
LICENSE/REGISTRATION/CERTIFICATION #



ACTING DIRECTOR

Signature of Licensee/Registrant/Certificate Holder

New Jersey Office of the Attorney General
Division of Consumer Affairs

THIS IS TO CERTIFY THAT THE
Board of Professional Planners

HAS LICENSED
Elizabeth K. McManus
Professional Planner

05/23/2016 TO 05/31/2018
VALID

SIGNATURE



ACTING DIRECTOR

PLEASE DETACH HERE
IF YOUR LICENSE/REGISTRATION
CERTIFICATE ID CARD IS LOST
PLEASE NOTIFY:
Board of Professional Planners
P.O. Box 45016
Newark, NJ 07101

PLEASE DETACH HERE

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)

**State Of New Jersey
New Jersey Office of the Attorney General
Division of Consumer Affairs**

THIS IS TO CERTIFY THAT THE
Board of Professional Planners

HAS LICENSED

**Daniel L. Hauben
102 MONTGOMERY STREET
#3H
Highland Park NJ 08904**

FOR PRACTICE IN NEW JERSEY AS A(N): Professional Planner

03/28/2016 TO 05/31/2018
VALID

Daniel Hauben

Signature of Licensee/Registrant/Certificate Holder

33LI00630300

LICENSE/REGISTRATION/CERTIFICATION #

Steve C. L.

ACTING DIRECTOR

New Jersey Office of the Attorney General
Division of Consumer Affairs
**THIS IS TO CERTIFY THAT THE
Board of Professional Planners
HAS LICENSED**
Daniel L. Hauben
Professional Planner

2.H.1.d

Daniel L. Hauben
SIGNATURE
03/28/2016 TO 05/31/2018
VALID

PLEASE DETACH HERE
IF YOUR LICENSE/REGISTRATION
CERTIFICATE ID CARD IS L
PLEASE NOTIFY:
Board of Professional Planners
P.O. Box 45016
Newark, NJ 07101

PLEASE DETACH HERE

Attachment: Clarke Caton Hintz Proposal (2017-102 : Award of a Contract for COAH Planner)



RESOLUTION NO. 2017-103

**City of Asbury Park
County of Monmouth
State of New Jersey**

RESOLUTION AMENDING TEMPORARY BUDGET APPROPRIATIONS FOR 2017 BUDGET

WHEREAS, N.J.S.A 40A:4-20 provides that the Governing Body by a 2/3 vote of the full membership thereof may make emergency temporary appropriations for any purpose for which appropriation may lawfully be made for the period between the beginning of the current fiscal year and the final adoption of the budget for the said year; and

WHEREAS, the previously adopted temporary budget did not provide sufficient funds for the operational costs prior to the final adoption of the 2017 budget.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the City of Asbury Park that the following Emergency Temporary Appropriation for the year 2017 be adopted and a certified copy of this resolution be provided to the Borough's Chief Financial Officer and the Director of Division of Local Government Services, Department of Community Affairs, State of New Jersey.

	<u>From</u>	<u>To</u>
Beach Utility Fund:		
Salaries and Wages	\$213,150.00	\$406,000.00
Other Expenses	110,250.00	210,000.00
Social Security	16,327.00	31,500.00
Unemployment	9,188.00	17,500.00
Public Employees Ret. System	4,725.00	18,000.00
Parking Utility Fund:		
Salaries and Wages	85,312.50	211,000.00
Other Expenses	340,525.00	361,100.00
Unemployment	3,937.50	7,500.00
Public Employees Ret. System	3,937.50	15,000.00
Interest on Notes	6,000.00	6,250.00
Sewer Utility Fund:		
Salaries and Wages	150,412.50	294,750.00

Other Expenses	292,687.00	560,000.00
Social Security	11,511.00	24,000.00
Interest on Bonds	205,000.00	210,000.00
Interest on Notes	20,000.00	31,000.00
Current Fund:		
Recycling Tonnage Grant	0.00	30,545.64
Madison Marquette Police	0.00	75,000.00
School Resource Officer	0.00	295,746.00

I, CINDY A. DYE, City Clerk of the City of Asbury Park, Monmouth County, New Jersey, DO HEREBY CERTIFY the foregoing to be a true and exact copy of RESOLUTION NO. 2017-103 which was finally adopted by the City Council at a meeting held on the 8th day of March, 2017

CERTIFIED BY ME THIS 23rd DAY OF February, 2017.

CINDY A. DYE
CITY CLERK



RESOLUTION NO. 2017-104

**City of Asbury Park
County of Monmouth
State of New Jersey**

**RESOLUTION AUTHORIZING THE PAYMENT OF BILLS IN THE AMOUNT OF
\$1,664,972.58**

WHEREAS, the following listed vouchers payable have been approved by the Chief Financial Officer and have subsequently been audited and found correct:

BE IT RESOLVED, that these vouchers payable totaling \$1,664,972.58

BE IT FURTHER RESOLVED, that proper officers are hereby authorized to execute and issue warrants for payment of said vouchers, but only if and when the conditions of the City Treasury shall permit.

CURRENT VOUCHERS	\$ 1,100,935.58
BOARD OF EDUCATION	\$ 564,037.00
TOTAL VOUCHERS	\$ 1,664,972.58

I, CINDY A. DYE, City Clerk of the City of Asbury Park, Monmouth County, New Jersey, DO HEREBY CERTIFY the foregoing to be a true and exact copy of RESOLUTION NO. 2017-104 which was finally adopted by the City Council at a meeting held on the 8th day of March, 2017

CERTIFIED BY ME THIS 9th DAY OF March, 2017.

CINDY A. DYE
CITY CLERK

March 1, 2017
04:17 PM

CITY OF ASBURY PARK
Bill List By Budget Account

Page No: 1

P.O. Type: Contract Print Alpha, Revenue, & G/L Accounts: Y Open: N Void: N Paid: N
Format: Condensed Held: Y Aprv: N Rcvd: Y
Range: 6-First to 7-Last Bid: Y State: Y Other: Y Exempt: Y
Rcvd Batch Id Range: First to Last Include Non-Budgeted: Y
Department Page Break: No Subtotal CAFR: Yes Subtotal Department: Yes Subtotal Extd: Yes

Budget Account	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
----------------	-------------	---------	------------------	--------	-------------	---------

Fund: CURRENT
Department: ADMINISTRATION
Extd: ADMINISTRATION

6-01-20-100-000-201	ADMINISTRATION General Plant					
WBMAISON	W.B.MASON CO., INC.	16-04166	I40343602,I40343283,I40440967:	124.20	0.00	
THOMIL	THOMAS P. MILLER & ASSOC., LLC	17-00764	PROFESSIONAL SVCS. WORKFORCE	17,910.00	0.00	B
				18,034.20		
	Extd Total: ADMINISTRATION			18,034.20		
	Department Total: ADMINISTRATION			18,034.20		

Department: MUNICIPAL CLERK
Extd: MUNICIPAL CLERK

6-01-20-120-000-202	MUNICIPAL CLERK Office Supplies					
WBMAISON	W.B.MASON CO., INC.	16-04166	I40343602,I40343283,I40440967:	124.20	0.00	
	Extd Total: MUNICIPAL CLERK			124.20		
	Department Total: MUNICIPAL CLERK			124.20		

Department: FINANCIAL ADMINISTRATION
Extd: FINANCIAL ADMINISTRATION

6-01-20-130-000-202	FINANCE Office Supplies					
WBMAISON	W.B.MASON CO., INC.	16-04166	I40343602,I40343283,I40440967:	124.20	0.00	
WBMAISON	W.B.MASON CO., INC.	16-04249	#I40788984:OFFICE SUPPLIES	850.15	0.00	
				974.35		
	Extd Total: FINANCIAL ADMINISTRATION			974.35		
	Department Total: FINANCIAL ADMINISTRATION			974.35		

Department: TAX REVENUE ADMINISTRATION
Extd: TAX REVENUE ADMINISTRATION

6-01-20-145-000-202	TAX REV ADMIN Office Supplies					
WBMAISON	W.B.MASON CO., INC.	16-04166	I40343602,I40343283,I40440967:	124.20	0.00	
	Extd Total: TAX REVENUE ADMINISTRATION			124.20		
	Department Total: TAX REVENUE ADMINISTRATION			124.20		

Attachment: bill List 3.8.2017 (2017-104 : Payment of Bills 3.8.17)

March 1, 2017
04:17 PM

CITY OF ASBURY PARK
Bill List By Budget Account

Page No: 2

Budget Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
Department: DIRECTOR OF COMMUNICATIONS						
Extd: DIRECTOR OF COMMUNICATIONS						
6-01-20-151-000-299	DIRECTOR OF COMMUNICATIONS - Misc Exp					
SHIINT	SHI INTERNATIONAL CORP	16-04101	Adobe Creative Cloud software	813.16	0.00	
	Extd Total: DIRECTOR OF COMMUNICATIONS			813.16		
	Department Total: DIRECTOR OF COMMUNICATIONS			813.16		
Department: LEGAL SERVICES						
Extd: LEGAL SERVICES						
6-01-20-155-000-209	LEGAL SERVICES Fees					
GORREE	GORDON & REES LLP	17-00634	#20361604:BILLING SUM MAY 2016	249.00	0.00	
	Extd Total: LEGAL SERVICES			249.00		
	Department Total: LEGAL SERVICES			249.00		
Department: ENGINEERING SERVICES						
Extd: ENGINEERING SERVICES						
6-01-20-165-000-209	ENGINEERING SERVICES Fees					
TMASSO	T & M ASSOCIATES	17-00655	LAF316615 GENERAL ENGINEERING	1,626.15	0.00	
	Extd Total: ENGINEERING SERVICES			1,626.15		
	Department Total: ENGINEERING SERVICES			1,626.15		
	CAFR Total:			21,945.26		
Department: PLANNING BOARD						
Extd: PLANNING BOARD						
6-01-21-180-000-201	PLANNING BOARD General Plant					
JACSER	JACK A. SERPICO	17-00646	Board Attorney	687.50	0.00	
INSENG	INSITE ENGINEERING	17-00686	Board Engineer #17712	412.50	0.00	
				1,100.00		
	Extd Total: PLANNING BOARD			1,100.00		
	Department Total: PLANNING BOARD			1,100.00		
Department: ZONING BOARD OF ADJUSTMENT						
Extd: ZONING BOARD OF ADJUSTMENT						
6-01-21-185-000-201	ZONING BOARD General Plant					
STSHOR	ST SHORTHAND REPORTING SERVICE	17-00714	Invoice 621296	125.00	0.00	
6-01-21-185-000-209	ZONING BOARD Fees					
JACSER	JACK A. SERPICO	17-00646	Board Attorney	475.00	0.00	
	Extd Total: ZONING BOARD OF ADJUSTMENT			600.00		
	Department Total: ZONING BOARD OF ADJUSTMENT			600.00		
	CAFR Total:			1,700.00		

Attachment: bill List 3.8.2017 (2017-104 : Payment of Bills 3.8.17)

March 1, 2017
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CITY OF ASBURY PARK
Bill List By Budget Account

Page No: 3

Budget Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
Department: POLICE DEPARTMENT						
Extd: POLICE DEPARTMENT						
6-01-25-240-000-201	POLICE General Plant					
WBMASON	W.B.MASON CO., INC.	16-04166	I40343602,I40343283,I40440967:	2,793.98	0.00	
6-01-25-240-000-218	POLICE Contract.Serv.					
ATLTOM	ATLANTIC TOMORROWS OFFICE GPO	17-00585	#CNIN595115 Quarterly per copy	70.46	0.00	
	Extd Total: POLICE DEPARTMENT			2,864.44		
	Department Total: POLICE DEPARTMENT			2,864.44		
Department: FIRE DEPARTMENT						
Extd: FIRE DEPARTMENT						
6-01-25-265-000-201	FIRE DEPT. General Plant					
SHIINT	SHI INTERNATIONAL CORP	16-04215	#B05984369 Lenovo ThinkSt	2,392.00	0.00	
FIRDUE	FIRST DUE TRAINING & SAFETY	16-04255	#1402:BAILOUT KIT	882.77	0.00	
ONSITE	ON-SITE COMPUTER SERVICE	17-00600	#261225034:Sceptre Monitor	139.99	0.00	
				3,414.76		
6-01-25-265-000-207	FIRE DEPT. Clothing Allowance					
ALLHAN	ALL HANDS FIRE EQUIPMENT, LLC	16-00221	Blanket PO 2016 cloth allow	3,970.50	0.00	B
6-01-25-265-000-222	FIRE DEPT. Training					
TARLEA	TARGETSOLUTIONS LEARNING, LLC	16-04392	INV00000017398:TARGETSOLUTIONS	5,398.10	0.00	
	Extd Total: FIRE DEPARTMENT			12,783.36		
	Department Total: FIRE DEPARTMENT			12,783.36		
	CAFR Total:			15,647.80		
Department: STREETS & ROADS MAINTENANCE						
Extd: STREETS & ROADS MAINTENANCE						
6-01-26-290-000-202	STREETS & ROAD Office Supplies					
WBMASON	W.B.MASON CO., INC.	16-04166	I40343602,I40343283,I40440967:	124.20	0.00	
6-01-26-290-000-203	STREETS & ROAD Motor Vehicle					
EDWTIR	EDWARDS TIRE CO.	17-00577	#136891 Goodyear Tires, etc	341.17	0.00	
	Extd Total: STREETS & ROADS MAINTENANCE			465.37		
	Department Total: STREETS & ROADS MAINTENANCE			465.37		
	CAFR Total:			465.37		
	Fund Total: CURRENT			39,758.43		
Fund: SEWER UTILITY: BUDGET:						
Department: SEWER UTILITY O/E: OTHER EXPENSES:						
Extd: SEWER UTILITY O/E: OTHER EXPENSES:						
6-07-55-502-000-218	SEWER UTILITY O/E: Contract Services					
LONGO	LONGO ELECTRICAL-MECHANICAL	17-00522	#079114 Vibration Testing	1,325.00	0.00	
BRUMAC	BRUCE NEWMAN	17-00523	#30865 Labor & Material 12/28	1,250.00	0.00	

Attachment: bill List 3.8.2017 (2017-104 : Payment of Bills 3.8.17)

March 1, 2017
04:17 PM

CITY OF ASBURY PARK
Bill List By Budget Account

Page No: 4

Budget Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
6-07-55-502-000-218	SEWER UTILITY O/E: Contract Services	Continued				
ALLBOI	ALLIED BOILER REPAIR CORP.	17-00540	#15696 Service Call/Labor	600.00	0.00	
				3,175.00		
	Extd Total: SEWER UTILITY O/E: OTHER EXPENSES:			3,175.00		
	Department Total: SEWER UTILITY O/E: OTHER EXPENSES:			3,175.00		
	CAFR Total:			3,175.00		
	Fund Total: SEWER UTILITY: BUDGET:			3,175.00		
	Year Total:			42,933.43		
Fund:	CURRENT					
Department:	ADMINISTRATION					
Extd:	ADMINISTRATION					
7-01-20-100-000-201	ADMINISTRATION General Plant					
CRAPRI	CRAFTMASTER PRINTING, INC.	17-00534	BEACH PASS	53.72	0.00	
7-01-20-100-000-202	ADMINISTRATION Office Supplies					
WBMASON	W.B.MASON CO., INC.	17-00611	office furniture	401.99	0.00	
7-01-20-100-000-248	ADMINISTRATION Postage					
MARBUS	MARLIN BUSINESS BANK	17-00750	#14783684:CONTRACT PAYMENT	397.00	0.00	
	Extd Total: ADMINISTRATION			852.71		
	Department Total: ADMINISTRATION			852.71		
Department:	MUNICIPAL CLERK					
Extd:	MUNICIPAL CLERK					
7-01-20-120-000-202	MUNICIPAL CLERK Office Supplies					
CRAPRI	CRAFTMASTER PRINTING, INC.	17-00535	city clerk stamp	44.25	0.00	
WBMASON	W.B.MASON CO., INC.	17-00601	#I41835081:wb mason order	466.82	0.00	
				511.07		
7-01-20-120-000-216	MUNICIPAL CLERK Supplies-Compu.					
WBMASON	W.B.MASON CO., INC.	17-00146	I41058373,CR3860509,I41105789:	237.50	0.00	
7-01-20-120-000-217	MUNICIPAL CLERK Ads&Promotion					
THECOA	THE NEW COASTER	17-00596	inv. 47776 legal ads	49.68	0.00	
ASBPAK	ASBURY PARK PRESS	17-00746	1872891 Legal Ad Clerk	61.40	0.00	
				111.08		
	Extd Total: MUNICIPAL CLERK			859.65		
	Department Total: MUNICIPAL CLERK			859.65		
Department:	DIRECTOR OF COMMUNICATIONS					
Extd:	DIRECTOR OF COMMUNICATIONS					
7-01-20-151-000-299	DIRECTOR OF COMMUNICATIONS - Misc Exp					
ONSITE	ON-SITE COMPUTER SERVICE	17-00643	web hosting and email 1st qrtr	1,758.00	0.00	

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Budget Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
7-01-20-151-000-299	DIRECTOR OF COMMUNICATIONS - Misc Exp	Continued				
VERZON	VERIZON BUSINESS	17-00658	#354477004000156:2/13-3/12	104.99	0.00	
				1,862.99		
	Extd Total: DIRECTOR OF COMMUNICATIONS			1,862.99		
	Department Total: DIRECTOR OF COMMUNICATIONS			1,862.99		
Department: LEGAL SERVICES						
Extd: LEGAL SERVICES						
7-01-20-155-000-209	LEGAL SERVICES Fees					
MCMSO	MCMANIMON, SCOTLAND & BAUMANN, LLC	17-00571	#145127: AP WATERFRONT REDEV.	354.75	0.00	
	Extd Total: LEGAL SERVICES			354.75		
	Department Total: LEGAL SERVICES			354.75		
Department: ENGINEERING SERVICES						
Extd: ENGINEERING SERVICES						
7-01-20-165-000-209	ENGINEERING SERVICES Fees					
TMASSO	T & M ASSOCIATES	17-00652	LAF 316617 2017 LITIGATION	775.50	0.00	
TMASSO	T & M ASSOCIATES	17-00653	LAF317031 2017 GEN ENG. SVCS.	775.50	0.00	
				1,551.00		
	Extd Total: ENGINEERING SERVICES			1,551.00		
	Department Total: ENGINEERING SERVICES			1,551.00		
	CAFR Total:			5,481.10		
Department: Planning Department						
Extd: Planning Department						
7-01-21-179-000-201	Planning Dept. General Plant					
CRAPRI	CRAFTMASTER PRINTING, INC.	17-00513	Master Plan cards round 2	58.00	0.00	
MICALO	MICHELE ALONSO	17-00797	NJ-APA 2017 Conf. reimburse	225.00	0.00	
				283.00		
	Extd Total: Planning Department			283.00		
	Department Total: Planning Department			283.00		
Department: PLANNING BOARD						
Extd: PLANNING BOARD						
7-01-21-180-000-201	PLANNING BOARD General Plant					
THECOA	THE NEW COASTER	17-00500	Invoice 47622	31.04	0.00	
JACSER	JACK A. SERPICO	17-00802	Jan. Planning Board PB2017-1	875.00	0.00	
				906.04		
	Extd Total: PLANNING BOARD			906.04		
	Department Total: PLANNING BOARD			906.04		

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Budget Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
Department: ZONING BOARD OF ADJUSTMENT						
Extd: ZONING BOARD OF ADJUSTMENT						
7-01-21-185-000-209	ZONING BOARD Fees					
STSHOR	ST SHORTHAND REPORTING SERVICE	17-00714	Invoice 621296	62.50	0.00	
JACSER	JACK A. SERPICO	17-00735	Invoice #ZB2017-1:JAN. 2017	762.50	0.00	
				825.00		
	Extd Total: ZONING BOARD OF ADJUSTMENT			825.00		
	Department Total: ZONING BOARD OF ADJUSTMENT			825.00		
	CAFR Total:			2,014.04		
Department: CODE ENFORCEMENT AND ADMIN.						
Extd: CODE ENFORCEMENT AND ADMIN.						
7-01-22-195-000-299	CODE ENFORCE Misc.					
WBMASON	W.B.MASON CO., INC.	17-00199	#I41253229:OFFICE SUPPLIES	33.99	0.00	
MONINT	MONMOUTH INTERNET CORPORATION	17-00606	Cisco SPA504G Phone (Ronica)	172.50	0.00	
				206.49		
	Extd Total: CODE ENFORCEMENT AND ADMIN.			206.49		
	Department Total: CODE ENFORCEMENT AND ADMIN.			206.49		
Department: CONSTRUCTION CODE OFFICIAL						
Extd: CONSTRUCTION CODE OFFICIAL						
7-01-22-200-000-299	CONSTRUCTION CODE Misc. (In Cap)					
WBMASON	W.B.MASON CO., INC.	17-00228	#I41114542:2 CHAIRS	198.00	0.00	
ONSITE	ON-SITE COMPUTER SERVICE	17-00559	#270125154:25' HDMI Cable	119.98	0.00	
MOZY	MOZY BY DECHO CORPORATION	17-00805	Invoice 785383478	296.78	0.00	
				614.76		
	Extd Total: CONSTRUCTION CODE OFFICIAL			614.76		
	Department Total: CONSTRUCTION CODE OFFICIAL			614.76		
	CAFR Total:			821.25		
Department: EMPLOYEE GROUP INSURANCE						
Extd: EMPLOYEE GROUP INSURANCE						
7-01-23-220-000-209	EMPLOYEE GROUP INSURANCE Fees (IN CAP)					
NJSHBP	NJSHBP	17-00662	HEALTH COVERAGE MARCH 2017	498,402.49	0.00	
	Extd Total: EMPLOYEE GROUP INSURANCE			498,402.49		
	Department Total: EMPLOYEE GROUP INSURANCE			498,402.49		
	CAFR Total:			498,402.49		
Department: POLICE DEPARTMENT						
Extd: POLICE DEPARTMENT						
7-01-25-240-000-201	POLICE General Plant					
MURARM	MURRAY'S UNIFORMS	17-00187	#16-615 Class I Uniform SLEO	122.00	0.00	
THEPHO	THE PHOTO CENTER	17-00442	(2)Pro 58 MMUV Filter	39.98	0.00	

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7-01-25-240-000-201 VERTRE VERIZON	POLICE General Plant	17-00771	Continued ANNUAL BILLING FOR POLE	100.00 261.98	0.00	
7-01-25-240-000-202 WBMASON W.B.MASON CO., INC.	POLICE Office Supplies	17-00245	#I41662749 Office Supplies	135.06	0.00	
7-01-25-240-000-203 ASBCIR ASBURY CIRCLE CAR WASH	POLICE Motor Vehicle	17-00175	#504:Cars Washed Jan 2017	92.00	0.00	
LAKAUT LAKEWOOD AUTO-ASBURY NAPA		17-00177	Blanket Car Repairs	250.19	0.00	B
EDWTIR EDWARDS TIRE CO.		17-00178	Car Maintenance Blanket	188.28	0.00	B
TOWNEP TOWNSHIP OF NEPTUNE		17-00604	#12274 Fleet Maintenance	547.59 1,078.06	0.00	
7-01-25-240-000-205 SPCA SPCA	POLICE Animal Control Services	17-00589	#2014583 Animal Control Jan	4,700.00	0.00	
7-01-25-240-000-218 COMSPE COMMUNICATION SPECIALISTS, INC.	POLICE Contract.Serv.	17-00470	#36365 Maintenance Contract	4,200.00	0.00	
XERCOR XEROX CORPORATION		17-00597	#087983966 Meter Usage 12/5 -	161.80	0.00	
VERIZON VERIZON WIRELESS		17-00633	#9779789402 Current	103.74	0.00	
VERZON VERIZON BUSINESS		17-00693	#M150512227-17041 Current	198.45	0.00	
VERZON VERIZON BUSINESS		17-00787	#201202871812131Y:CURRENT CHRG	1,608.70	0.00	
VERIZON VERIZON WIRELESS		17-00788	#9780601719 Current Charges	1,126.12 7,398.81	0.00	
Extd Total: POLICE DEPARTMENT				13,573.91		
Department Total: POLICE DEPARTMENT				13,573.91		
Department: FIRE DEPARTMENT						
Extd: FIRE DEPARTMENT						
7-01-25-265-000-201 GENSAF GEN-EL SAFETY & IND.PROD.	FIRE DEPT. General Plant	17-00411	Calibration gas	539.00	0.00	
HUTMEC HUTCHINSON MECHANICAL SERVICES		17-00602	Inv 1181550 Service Call	202.00	0.00	
WMRHOG WM. R. HOGG CO. INC.		17-00650	Inv 236938 Service Call	301.00 1,042.00	0.00	
7-01-25-265-000-203 RICAUT RICH'S AUTO BODY	FIRE DEPT. Motor Vehicle	17-00214	Auto Body Repair BC vehicle	3,624.20	0.00	
Extd Total: FIRE DEPARTMENT				4,666.20		
Department Total: FIRE DEPARTMENT				4,666.20		
CAFR Total:				18,240.11		
Department: STREETS & ROADS MAINTENANCE						
Extd: STREETS & ROADS MAINTENANCE						
7-01-26-290-000-201 THEHAR THE HARDWARE STORE	STREETS & ROAD General Plant	17-00296	Various Supplies, Tools, etc	97.21	0.00	B
GRAING GRAINGER		17-00547	MSA Front Brim NFL Hard Hat	31.92	0.00	
STAVOLA STAVOLA COMPANIES		17-00575	#72646 Hot Mixed Asphalt 1/31	221.00	0.00	

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7-01-26-290-000-201	STREETS & ROAD	General Plant	Continued			
ALLBOI ALLIED BOILER REPAIR CORP.		17-00581 #15698	Labor and Material/Part	2,218.29	0.00	
				2,568.42		
7-01-26-290-000-202	STREETS & ROAD	Office Supplies				
STAPLE STAPLES ADVANTAGE		17-00134 3327597103,3327724655:OFFICE		40.63	0.00	
STAPLE STAPLES ADVANTAGE		17-00293 Thermal Paper Rolls, etc		92.35	0.00	
				132.98		
7-01-26-290-000-203	STREETS & ROAD	Motor Vehicle				
EDWTIR EDWARDS TIRE CO.		17-00299 Service, Supplies, Tools, etc		118.85	0.00	B
THEHOS THE HOSE SHOP		17-00300 Various Supplies, Tools, etc		42.54	0.00	B
THEHAR THE HARDWARE STORE		17-00302 Various Supplies, Tools, etc		109.77	0.00	B
LAKAUT LAKEWOOD AUTO-ASBURY NAPA		17-00303 Various Supplies, Tools, etc		1,003.68	0.00	B
ALLDIE ALLIED DIESEL SERVICE CORP.		17-00306 Service, Supplies, Tools, etc		99.95	0.00	B
THEHOS THE HOSE SHOP		17-00352 HYD Tube Assy, etc		617.71	0.00	
THEHOS THE HOSE SHOP		17-00359 Nipples & Couplings		296.10	0.00	
ODBCOM ODB COMPANY		17-00403 Steel Top Brooms		1,902.00	0.00	
HAREQU HARTER EQUIPMENT, INC.		17-00572 Comp Handle		29.88	0.00	
SEACHE SEACOAST CHEVROLET OLDS, INC.		17-00583 #126628 Pad & Cover		256.78	0.00	
				4,477.26		
7-01-26-290-000-210	STREETS & ROAD	Network Fleet				
NETWOR NETWORKFLEET, INC.		17-00192 Bundled Billing Services - GPS		1,920.00	0.00	B
7-01-26-290-000-218	STREETS & ROAD	Contract.Serv.				
WATEAS WATERLOGIC EAST LLC		17-00249 #CNIN041386E Infiniti Rental		36.35	0.00	
PRESPE PREVENTION SPECIALISTS, INC.		17-00661 # 24704 TESTING		252.00	0.00	
				288.35		
		Extd Total: STREETS & ROADS MAINTENANCE		9,387.01		
		Department Total: STREETS & ROADS MAINTENANCE		9,387.01		
Department: SOLID WASTE COLLECTION						
Extd: SOLID WASTE COLLECTION						
7-01-26-305-000-209	SOLID WASTE	Fees				
MONWIR MONMOUTH WIRE & COMPUTER		17-00465 #15653 Electronic Recycling		500.00	0.00	
MICBEN MICKEY BENOIT		17-00548 1047096,1047111,1047136,		1,000.80	0.00	
RUBREC RUBBERCYCLE LLC		17-00552 #60702 Tires & Tires w/Rims		82.00	0.00	
DELDEM DELISA DEMOLITION, INC.		17-00673 #106929 Tipping Fees 2/1-15/17		24,890.22	0.00	
DELDEM DELISA DEMOLITION, INC.		17-00677 #106827 Construction Debris		1,614.58	0.00	
				28,087.60		
		Extd Total: SOLID WASTE COLLECTION		28,087.60		
		Department Total: SOLID WASTE COLLECTION		28,087.60		
Department: BUILDINGS & GROUNDS						
Extd: BUILDINGS & GROUNDS						
7-01-26-310-000-201	BUILDING & GND	General Plant				
THEHAR THE HARDWARE STORE		17-00297 Various Supplies, Tools, etc		305.86	0.00	B

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Budget Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
7-01-26-310-000-218	BUILDING & GND Contract.Serv.					
AIRSYS	AIR SYSTEMS MAINTENANCE	17-00573	#38749 Labor, Material, etc	1,225.86	0.00	
WESPES	WESTERN PEST SERVICES	17-00579	#43467608 Monthly Pest Control	230.00	0.00	
				<u>1,455.86</u>		
	Extd Total: BUILDINGS & GROUNDS			1,761.72		
	Department Total: BUILDINGS & GROUNDS			1,761.72		
	CAFR Total:			39,236.33		
Department: SENIOR CENTER						
Extd: SENIOR CENTER						
7-01-27-350-000-201	SENIOR CENTER General Plant					
WBMASON	W.B.MASON CO., INC.	17-00331	WB Mason Maintenance Supplies	165.96	0.00	
CABLE	CABLEVISION OF NYC	17-00639	#07866196932017:	127.18	0.00	
				<u>293.14</u>		
7-01-27-350-000-299	SENIOR CENTER Misc.					
WBMASON	W.B.MASON CO., INC.	17-00188	#I41200843:OFFICE SUPPLIES	794.20	0.00	
WBMASON	W.B.MASON CO., INC.	17-00382	WB Mason Water Cups & Plates	78.89	0.00	
PRESPE	PREVENTION SPECIALISTS, INC.	17-00661	# 24704 TESTING	58.00	0.00	
				<u>931.09</u>		
	Extd Total: SENIOR CENTER			1,224.23		
	Department Total: SENIOR CENTER			1,224.23		
	CAFR Total:			1,224.23		
Department: LIGHTING						
Extd: LIGHT, HEAT & POWER						
7-01-31-435-435-299	LIGHT, HEAT & POWER Misc.					
NJNATU	N.J. NATURAL GAS CO.	17-00752	SERVICE 1/17-2/14	10,862.77	0.00	
JCPL	JCPL	17-00782	SERVICE 1/26-2/24	8,770.81	0.00	
				<u>19,633.58</u>		
	Extd Total: LIGHT, HEAT & POWER			19,633.58		
Extd: STREET&TRAFFIC LIGHTING						
7-01-31-435-436-299	STREET&TRAFFIC LIGHTING Misc.					
JCPL	JCPL	17-00660	SERVICE 1/20-2/20	20,087.92	0.00	
JCPL	JCPL	17-00751	SERVICE 1/24-2/22	176.45	0.00	
JCPL	JCPL	17-00782	SERVICE 1/26-2/24	3,283.69	0.00	
				<u>23,548.06</u>		
	Extd Total: STREET&TRAFFIC LIGHTING			23,548.06		
	Department Total: LIGHTING			43,181.64		

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Budget Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
Department: GASOLINE						
Extd: GASOLINE						
7-01-31-460-000-299	GASOLINE Misc.					
JSWAN	J. SWANTON FUEL OIL CO., INC.	17-00679	#270720 unleaded Fuel 2/14	6,443.00	0.00	
	Extd Total: GASOLINE			6,443.00		
	Department Total: GASOLINE			6,443.00		
	CAFR Total:			49,624.64		
Department: MUNICIPAL COURT						
Extd: MUNICIPAL COURT						
7-01-43-490-000-202	MUNIC COURT Office Supplies					
GREFIN	GREATAMERICA FINANCIAL SVCS.	17-00625	#20095473:mail machine	145.00	0.00	
	Extd Total: MUNICIPAL COURT			145.00		
	Department Total: MUNICIPAL COURT			145.00		
	CAFR Total:			145.00		
CAFR: CURRENT FUND NON BUDGET ACCTS:						
Department: TAXES PAYABLE:						
Extd: TAXES PAYABLE:						
7-01-55-001-000-001	School Taxes Payable					
ASBBOA	ASBURY PARK BOARD OF EDUCATION	17-00636	MARCH 2017 SCHOOL APPROP.	564,037.00	0.00	
	Extd Total: TAXES PAYABLE:			564,037.00		
	Department Total: TAXES PAYABLE:			564,037.00		
	CAFR Total: CURRENT FUND NON BUDGET ACCTS:			564,037.00		
	Fund Total: CURRENT			1,179,226.19		
Fund: BEACH						
Department: BEACH UTILITY O/E: OTHER EXPENSES:						
Extd: BEACH UTILITY O/E: OTHER EXPENSES:						
7-05-55-502-000-201	BEACH UTILITY O/E: General Plant					
GLESUP	GLENCO SUPPLY INC.	17-00120	Snow Fence & Posts	1,295.00	0.00	
CABLE	CABLEVISION OF NYC	17-00671	Account No.: 07866-197754-01-4	157.40	0.00	
				1,452.40		
7-05-55-502-000-211	BEACH UTILITY O/E: Light & Power					
JCPL	JCPL	17-00660	SERVICE 1/20-2/20	239.38	0.00	
	Extd Total: BEACH UTILITY O/E: OTHER EXPENSES:			1,691.78		
	Department Total: BEACH UTILITY O/E: OTHER EXPENSES:			1,691.78		
	CAFR Total:			1,691.78		
	Fund Total: BEACH			1,691.78		

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Budget Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
Fund: PARKING UTILITY: BUDGET:						
Department: PARKING UTILITY O/E: OTHER EXPENSES:						
Extd: PARKING UTILITY O/E: OTHER EXPENSES:						
7-06-55-502-000-201	PARKING UTILITY O/E: General Plant					
WBMASON	W.B.MASON CO., INC.	17-00183	#I41462357 Office Supplies	137.81	0.00	
ATLLOK	ATLANTIC LOCK & SAFE	17-00584	#21561 Repaired Parking Meter	105.00	0.00	
INTECH	INTEGRATED TECHNICAL SYSTEMS,	17-00628	#IN13807 Service Call	500.00	0.00	
INTECH	INTEGRATED TECHNICAL SYSTEMS,	17-00629	#N13856 Service Request meters	905.00	0.00	
INTECH	INTEGRATED TECHNICAL SYSTEMS,	17-00630	#YE2450 Digital Monthly Fee	4,040.00	0.00	
VERIZON	VERIZON WIRELESS	17-00632	#9779513941 Current	2,109.90	0.00	
CABLE	CABLEVISION OF NYC	17-00669	#07866-196915-01-3 Current	115.58	0.00	
ATTMOB	AT&T MOBILITY	17-00790	#287260245452x02272017 Current	192.40	0.00	
				8,105.69		
	Extd Total: PARKING UTILITY O/E: OTHER EXPENSES:			8,105.69		
	Department Total: PARKING UTILITY O/E: OTHER EXPENSES:			8,105.69		
	CAFR Total:			8,105.69		
	Fund Total: PARKING UTILITY: BUDGET:			8,105.69		
Fund: SEWER UTILITY: BUDGET:						
Department: SEWER UTILITY O/E: OTHER EXPENSES:						
Extd: SEWER UTILITY O/E: OTHER EXPENSES:						
7-07-55-502-000-201	SEWER UTILITY O/E: General Plant					
THEHAR	THE HARDWARE STORE	17-00254	Various Supplies, Tools, etc	195.89	0.00	B
7-07-55-502-000-211	SEWER UTILITY O/E: Light & Power					
NJNATU	N.J. NATURAL GAS CO.	17-00752	SERVICE 1/17-2/14	10,938.60	0.00	
7-07-55-502-000-218	SEWER UTILITY O/E: Contract Services					
ANSWER	ANSERCOMM	17-00576	#M4541-020617 Answering Svcs	151.57	0.00	
CABLE	CABLEVISION OF NYC	17-00718	Account No. 07866-152521-04-4	100.58	0.00	
				252.15		
7-07-55-502-000-220	SEWER UTILITY O/E: Accounting					
AMEWAT	AMERICAN WATER	17-00640	#4000112820:03/03/17 USAGE	386.72	0.00	
7-07-55-502-000-230	SEWER UTILITY O/E: Hypochlorite					
MIRCHE	MIRACLE CHEMICAL CO.	17-00684	#24425 Sodium Hypochlorite	980.91	0.00	
	Extd Total: SEWER UTILITY O/E: OTHER EXPENSES:			12,754.27		
	Department Total: SEWER UTILITY O/E: OTHER EXPENSES:			12,754.27		
	CAFR Total:			12,754.27		
	Fund Total: SEWER UTILITY: BUDGET:			12,754.27		
	Year Total:			1,201,777.93		
Fund: GENERAL CAPITAL FUND BUDGET:						
Department: Alternate Developer Ord #						
Extd: Recon Foot Bridge-Sunset Lake (Ord#3036)						
C-04-55-995-013-001	Recon Foot Bridge - 40A(Ord#3036/2016-1)					
TMASSO	T & M ASSOCIATES	16-01254	SUNSET FOOTBRIDGE - FEMA ASST.	277.22	0.00	B

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Budget Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
C-04-55-995-013-001 TMASSO T & M ASSOCIATES	Recon Foot Bridge - 40A(Ord#3036/2016-1) Continued	16-02764	BLANKET FOOTBRIDGE	<u>7,638.10</u> 7,915.32	0.00	B
	Extd Total: Recon Foot Bridge-Sunset Lake (Ord#3036)			7,915.32		
	Department Total: Alternate Developer Ord #			7,915.32		
Extd:	2015-39/Roadway and Sewer Improvements					
C-04-55-998-015-001 TMASSO T & M ASSOCIATES	2015-39/Roadway & Sewer Improvmts (40A)	17-00645	#LAF316072:2016 RD. PROGRAM	151.64	0.00	C
C-04-55-998-015-006 BLAROC BLACK ROCK ENTERPRISES LLC	2015-39/Roadway & Sewer Improvmts City	16-03663	2015 ROAD IMPROVEMENT PROGRAM	89,878.34	0.00	B
	Extd Total: 2015-39/Roadway and Sewer Improvements			90,029.98		
Extd:	2016-17/VARIOUS 2016 ROADWAY IMPROVEMENT					
C-04-55-998-163-001 TMASSO T & M ASSOCIATES	2016-17/2016 ROADWAY IMPROVEMENTS (40A)	16-03651	2015 ROAD PROJECT	21,486.97	0.00	B
	Extd Total: 2016-17/VARIOUS 2016 ROADWAY IMPROVEMENT			21,486.97		
Extd:	Ord. 2016-28 4th Ave. Improvements					
C-04-55-998-164-001 TMASSO T & M ASSOCIATES	Section 20 Costs	16-03650	4TH AVE. RD. IMPROVEMENTS 2016	40,415.59	0.00	B
	Extd Total: Ord. 2016-28 4th Ave. Improvements			40,415.59		
Extd:	Ord. Acq. Var. Capital Items & Park Imp.					
C-04-55-998-165-004 WBMASON W.B.MASON CO., INC.	Office Furniture/Equipment-Finance	16-03257	FURNITURE/FINANCE DEPT.	5,470.33	0.00	
WBMASON W.B.MASON CO., INC.		16-03637	I39332929,I39130891,I39306720,	<u>1,999.99</u> 7,470.32	0.00	
	Extd Total: Ord. Acq. Var. Capital Items & Park Imp.			7,470.32		
Extd:	2016-40/Var.Communications System Imp.					
C-04-55-998-168-001 PMCASSOC PMC ASSOCIATES	2016-40/Var.Communications Imp.	16-03967	#76714 Radio Install	11,372.33	0.00	
	Extd Total: 2016-40/Var.Communications System Imp.			11,372.33		
	Department Total:			170,775.19		
	CAFR Total:			178,690.51		
	Fund Total: GENERAL CAPITAL FUND BUDGET:			178,690.51		

Attachment: bill List 3.8.2017 (2017-104 : Payment of Bills 3.8.17)

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Budget Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
Fund:	SEWER CAPITAL FUND BUDGET:					
Extd:	Sewer Plant Improvements - Ord. #3038					
C-08-55-526-013-001	Sewer Plant Impr - 40A Costs (Ord #3038)					
TMASSO	T & M ASSOCIATES	17-00649	LAF31606 Outfall Diffuser	458.69	0.00	
C-08-55-526-013-002	Sewer Plant Improvements - Ord. #3038					
TMASSO	T & M ASSOCIATES	16-02518	ENGINEERING SVCS. WASTWATER	7,320.06	0.00	B
ELEMAI	ELECTRO MAINTENACE INC.	17-00389	GENERATOR REPLACEMENT ORD.3038	112,647.30	0.00	B
				<u>119,967.36</u>		
	Extd Total: Sewer Plant Improvements - Ord. #3038			120,426.05		
	Department Total:			120,426.05		
	CAFR Total:			120,426.05		
	Fund Total: SEWER CAPITAL FUND BUDGET:			120,426.05		
	Year Total:			299,116.56		
Fund:	GRANT FUND BUDGET:					
G-02-43-871-016-200	2016 NJDHMS Mental Health Grant					
MURARM	MURRAY'S UNIFORMS	16-04129	Client bags for items /jacket	250.00	0.00	
	Extd Total:			250.00		
G-02-43-871-017-200	2017 Mental Health Grant					
NJTRNST	NJ TRANSIT CORP.%FINANCE DEPT.	17-00208	NJ Transit Tickets	342.50	0.00	
	Extd Total:			342.50		
	Department Total:			592.50		
	CAFR Total:			592.50		
	Fund Total: GRANT FUND BUDGET:			592.50		
	Year Total:			592.50		
Fund:	ANIMAL CONTROL FUND BUDGET:					
T-12-56-850-000-801	Reserve for Animal Control					
NJDEPH	NJ DEPT.HEALTH/SNR.SERV.	17-00605	JANUARY 2017 DOG REPORT	233.40	0.00	
	Extd Total:			233.40		
	Department Total:			233.40		
	CAFR Total:			233.40		
	Fund Total: ANIMAL CONTROL FUND BUDGET:			233.40		
Fund:	COMMUNITY DEVELOPMENT BLK GRANT BUDGET:					
T-17-73-850-850-802	2016 CDBG - HOMELESS PREVENTION					
JCP	JCP&L	17-00654	100 111 996 599	232.13	0.00	
NJNG	N.J. NATURAL GAS CO.	17-00745	22-0016-0697-34	200.00	0.00	
				<u>432.13</u>		
T-17-73-850-850-806	2016 CDBG - COMMUNITY EVENTS					
ORITRA	ORIENTAL TRADING CO., INC.	17-00555	Supplies for Black History	76.52	0.00	

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Budget Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
T-17-73-850-850-806	2016 CDBG - COMMUNITY EVENTS		Continued			
CASDIC CASSANDRA DICKERSON		17-00763	supplies for black history	19.02	0.00	
				95.54		
	Extd Total:			527.67		
	Department Total:			527.67		
	CAFR Total:			527.67		
	Fund Total: COMMUNITY DEVELOPMENT BLK GRANT BUDGET:			527.67		
Fund:	TRUST OTHER					
T-20-56-850-909-801	Reserve for Tax Sale Premiums					
TTLBL TTLBL, LLC		17-00038	PREMIUM TSC-14-00375	10,000.00	0.00	
USBLIE US BANK/LIEN LOGIC FUND I, LLC		17-00133	PREMIUM TSC-16-00180	1,500.00	0.00	
USBBV001 US BANK CUST BV001 TRST&CRDTRS		17-00361	PREMIUM TSC-14-00289	51,900.00	0.00	
				63,400.00		
	Extd Total:			63,400.00		
T-20-56-850-935-302	613 BANGS AVENUE(DJAER PROPERTIES)					
STSHOR ST SHORTHAND REPORTING SERVICE		17-00714	Invoice 621296	62.50	0.00	
	Extd Total:			62.50		
	Department Total:			63,462.50		
	CAFR Total:			63,462.50		
	Fund Total: TRUST OTHER			63,462.50		
Fund:	PLANNING & ZONING ESCROW FUND BUDGET:					
CAFR:	PLANNING & ZONING ESCROW FUND BUDGET:					
T-21-00-072-000-299	644-646 Cookman Avenue (Pierrepont Ass.)					
STSHOR ST SHORTHAND REPORTING SERVICE		17-00714	Invoice 621296	62.50	0.00	
	Extd Total:			62.50		
	Department Total:			62.50		
T-21-00-116-000-299	532-568 COOKMAN AVE-COOKMANLLC					
STSHOR ST SHORTHAND REPORTING SERVICE		17-00714	Invoice 621296	125.00	0.00	
	Extd Total:			125.00		
	Department Total:			125.00		
T-21-00-139-000-299	700 BANGS AVE(MLB CONST&MGMT)					
JACSER JACK A. SERPICO		17-00646	Board Attorney	150.00	0.00	
INSENG INSITE ENGINEERING		17-00686	Board Engineer #17712	1,421.00	0.00	
				1,571.00		
	Extd Total:			1,571.00		
	Department Total:			1,571.00		

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Budget Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
T-21-00-213-000-299	PARKING LOT-BLK 144(MADISON ASBURY RET.)					
STSHOR	ST SHORTHAND REPORTING SERVICE 17-00714 Invoice 621296			50.00	0.00	
	Extd Total:			50.00		
	Department Total:			50.00		
T-21-00-214-000-299	PARKING LOT BLK161(MADISON ASBURY RET.)					
STSHOR	ST SHORTHAND REPORTING SERVICE 17-00714 Invoice 621296			50.00	0.00	
	Extd Total:			50.00		
	Department Total:			50.00		
Department: WORKERS COMP						
T-21-00-215-000-299	PARKING LOT BLK 177(MADISON ASBURY RET.)					
STSHOR	ST SHORTHAND REPORTING SERVICE 17-00714 Invoice 621296			50.00	0.00	
	Extd Total:			50.00		
	Department Total: WORKERS COMP			50.00		
T-21-00-216-000-299	1ST AVE PAVILION(MADISON ASBURY RETAIL)					
STSHOR	ST SHORTHAND REPORTING SERVICE 17-00714 Invoice 621296			112.50	0.00	
	Extd Total:			112.50		
	Department Total:			112.50		
T-21-00-219-000-299	5TH AVE PAVILION (MADISON ASBURY RETAIL)					
TMASSO	T & M ASSOCIATES	17-00616	LAF316069	1,269.00	0.00	
JACSER	JACK A. SERPICO	17-00647	Board Attorney	75.00	0.00	
INSENG	INSITE ENGINEERING	17-00686	Board Engineer #17712	2,671.88	0.00	
				<u>4,015.88</u>		
	Extd Total:			4,015.88		
	Department Total:			4,015.88		
T-21-00-249-000-299	901 OCEAN AVE(STONE PONY LIQ. LIC. ,LLC)					
STSHOR	ST SHORTHAND REPORTING SERVICE 17-00714 Invoice 621296			62.50	0.00	
	Extd Total:			62.50		
	Department Total:			62.50		
T-21-00-269-000-299	901-909 MEMORIAL DRIVE (ASBURY AUTO SPA)					
TMASSO	T & M ASSOCIATES	17-00614	LAF316067 901 Memorial Dr.	232.61	0.00	
CITASP	CITY OF ASBURY PARK	17-00747	BLK:402/LOT:8:ACCT#10178756-0	7,863.12	0.00	
				<u>8,095.73</u>		
	Extd Total:			8,095.73		
	Department Total:			8,095.73		

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Budget Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
T-21-00-274-000-299	208 MAIN STREET (DB VENTURES, LLC)					
INSENG	INSITE ENGINEERING	17-00686	Board Engineer #17712	997.50	0.00	
	Extd Total:			997.50		
	Department Total:			997.50		
T-21-00-278-000-299	1501 COMSTOCK (CHRISTOPHER J.LEBENZ)					
JACSER	JACK A. SERPICO	17-00647	Board Attorney	150.00	0.00	
	Extd Total:			150.00		
	Department Total:			150.00		
T-21-00-302-000-299	601 BANGS AVENUE(ASBURY BOND STREET,LLC)					
HEYGRU	HEYER, GRUEL & ASSOCIATES, PA	17-00734	Invoice 33707	2,492.50	0.00	
JACSER	JACK A. SERPICO	17-00802	Jan. Planning Board PB2017-1	37.50	0.00	
				<u>2,530.00</u>		
	Extd Total:			2,530.00		
	Department Total:			2,530.00		
T-21-00-314-000-299	1183 MAIN STREET (PATRICK J. FASANO)					
JACSER	JACK A. SERPICO	17-00646	Board Attorney	150.00	0.00	
INSENG	INSITE ENGINEERING	17-00686	Board Engineer #17712	1,162.50	0.00	
HEYGRU	HEYER, GRUEL & ASSOCIATES, PA	17-00734	Invoice 33707	120.00	0.00	
JACSER	JACK A. SERPICO	17-00802	Jan. Planning Board PB2017-1	1,012.50	0.00	
				<u>2,445.00</u>		
	Extd Total:			2,445.00		
	Department Total:			2,445.00		
T-21-00-315-000-299	201 MEMORIAL DR(AP DEVELOPMENT PARTNERS)					
INSENG	INSITE ENGINEERING	17-00686	Board Engineer #17712	150.00	0.00	
TMASSO	T & M ASSOCIATES	17-00748	LAF 301264 201-301 Memorial	739.00	0.00	
				<u>889.00</u>		
	Extd Total:			889.00		
	Department Total:			889.00		
T-21-00-350-000-299	210 5TH AVENUE(INSPECTION FEE)(I-STAR)					
INSENG	INSITE ENGINEERING	17-00686	Board Engineer #17712	207.50	0.00	
	Extd Total:			207.50		
	Department Total:			207.50		
T-21-00-355-000-299	608 8TH AVENUE (RONALD J. TROPOLI,ESQ.)					
JACSER	JACK A. SERPICO	17-00647	Board Attorney	225.00	0.00	
	Extd Total:			225.00		
	Department Total:			225.00		
T-21-00-357-000-299	GREEN SPACE/FOOD TRUCK (MADISON ASBURY)					
STSHOR	ST SHORTHAND REPORTING SERVICE	17-00648	Board Stenographer	125.00	0.00	

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Budget Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
T-21-00-357-000-299	GREEN SPACE/FOOD TRUCK (MADISON ASBURY)		Continued			
STSHOR	ST SHORTHAND REPORTING SERVICE	17-00714	Invoice 621296	50.00	0.00	
				<u>175.00</u>		
	Extd Total:			175.00		
	Department Total:			175.00		
T-21-00-362-000-299	1101 MAIN STREET(PF PROPERTIES, LLC)					
TMASSO	T & M ASSOCIATES	17-00615	LAF316619	493.50	0.00	
	Extd Total:			493.50		
	Department Total:			493.50		
T-21-00-368-000-299	613 BANGS AVENUE(DJAER PROPERTIES, LLC)					
JACSER	JACK A. SERPICO	17-00647	Board Attorney	187.50	0.00	
INSENG	INSITE ENGINEERING	17-00686	Board Engineer #17712	<u>1,298.01</u>	0.00	
				1,485.51		
	Extd Total:			1,485.51		
	Department Total:			1,485.51		
Department: RECREATION						
T-21-00-370-000-299	700 COOKMAN AVE(FIFTY-FOUR PIERREPONT)					
TMASSO	T & M ASSOCIATES	17-00617	LAF316070 700 Cookman	987.00	0.00	
	Extd Total:			987.00		
	Department Total: RECREATION			987.00		
T-21-00-372-000-299	209 4TH AVENUE(ASBURY PARTNERS/I-STAR)					
JACSER	JACK A. SERPICO	17-00646	Board Attorney	925.00	0.00	
INSENG	INSITE ENGINEERING	17-00686	Board Engineer #17712	<u>1,582.50</u>	0.00	
				2,507.50		
	Extd Total:			2,507.50		
	Department Total:			2,507.50		
T-21-00-377-000-299	601 BANGS AVE-INSP.(ASBURY BOND, LLC)					
INSENG	INSITE ENGINEERING	17-00686	Board Engineer #17712	140.00	0.00	
	Extd Total:			140.00		
	Department Total:			140.00		
T-21-00-378-000-299	522 PROSPECT AVE. (INTERFAITH NEIGHBORS)					
STSHOR	ST SHORTHAND REPORTING SERVICE	17-00648	Board Stenographer	125.00	0.00	
	Extd Total:			125.00		
	Department Total:			125.00		

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Budget Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
T-21-00-379-000-299	1028 2ND AVENUE(WILTON I. RODRIGUEZ)					
STSHOR	ST SHORTHAND REPORTING SERVICE	17-00714	Invoice 621296	250.00	0.00	
	Extd Total:			250.00		
	Department Total:			250.00		
T-21-00-387-000-299	1026 MONROE AVE.(1026 MONROE AVE., LLC)					
STSHOR	ST SHORTHAND REPORTING SERVICE	17-00714	Invoice 621296	83.33	0.00	
	Extd Total:			83.33		
	Department Total:			83.33		
T-21-00-388-000-299	909 ASBURY AVENUE(H4 HOLDINGS, LLC)					
JACSER	JACK A. SERPICO	17-00646	Board Attorney	675.00	0.00	
INSENG	INSITE ENGINEERING	17-00686	Board Engineer #17712	555.00	0.00	
STSHOR	ST SHORTHAND REPORTING SERVICE	17-00714	Invoice 621296	62.50	0.00	
				<u>1,292.50</u>		
	Extd Total:			1,292.50		
	Department Total:			1,292.50		
Department: PUBLIC LIBRARY						
T-21-00-390-000-299	310 6TH AVENUE(310 6TH AVENUE, LLC)					
JACSER	JACK A. SERPICO	17-00647	Board Attorney	375.00	0.00	
STSHOR	ST SHORTHAND REPORTING SERVICE	17-00714	Invoice 621296	105.00	0.00	
				<u>480.00</u>		
	Extd Total:			480.00		
	Department Total: PUBLIC LIBRARY			480.00		
T-21-00-391-000-299	710 COOKMAN AVENUE(CATBURY PARK, INC.)					
STSHOR	ST SHORTHAND REPORTING SERVICE	17-00714	Invoice 621296	83.33	0.00	
	Extd Total:			83.33		
	Department Total:			83.33		
T-21-00-392-000-299	520 PROSPECT AVE(INTERFAITH NEIGHBORS)					
STSHOR	ST SHORTHAND REPORTING SERVICE	17-00714	Invoice 621296	187.50	0.00	
JACSER	JACK A. SERPICO	17-00735	Invoice #ZB2017-1:JAN. 2017	150.00	0.00	
				<u>337.50</u>		
	Extd Total:			337.50		
	Department Total:			337.50		
T-21-00-395-000-299	1108 4TH AVENUE(JOHN MULLING)					
STSHOR	ST SHORTHAND REPORTING SERVICE	17-00714	Invoice 621296	83.33	0.00	
	Extd Total:			83.33		
	Department Total:			83.33		

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CITY OF ASBURY PARK
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Budget Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
T-21-00-397-000-299	545 LAKE AVENUE(COOKMAN COMMUNITY, LLC)					
STSHOR	ST SHORTHAND REPORTING SERVICE	17-00714	Invoice 621296	125.00	0.00	
HEYGRU	HEYER, GRUEL & ASSOCIATES, PA	17-00734	Invoice 33707	187.50	0.00	
JACSER	JACK A. SERPICO	17-00802	Jan. Planning Board PB2017-1	337.50	0.00	
				650.00		
	Extd Total:			650.00		
	Department Total:			650.00		
T-21-00-399-000-299	1130 SPRINGWOOD(INTERFAITH NEIGHBORS)					
JACSER	JACK A. SERPICO	17-00646	Board Attorney	150.00	0.00	
INSENG	INSITE ENGINEERING	17-00686	Board Engineer #17712	2,917.50	0.00	
				3,067.50		
	Extd Total:			3,067.50		
	Department Total:			3,067.50		
T-21-00-400-000-299	1107 MEMORIAL DRIVE(SEAVIEW INVESTMENTS)					
JACSER	JACK A. SERPICO	17-00735	Invoice #ZB2017-1:JAN. 2017	262.50	0.00	
	Extd Total:			262.50		
	Department Total:			262.50		
	CAFR Total: PLANNING & ZONING ESCROW FUND BUDGET:			34,142.61		
	Fund Total: PLANNING & ZONING ESCROW FUND BUDGET:			34,142.61		
Fund:	HOWELL/ASBURY PARK RCA BUDGET:					
T-38-56-850-850-802	HOWELL/ASBURY PARK RCA - Miscellaneous					
MARYJ	MARY JONES & WILDMAN HOME IMP.	17-00536	RCA Rehab Not To Exceed	17,200.00	0.00	B
MARYJ	MARY JONES & WILDMAN HOME IMP.	17-00692	Change Order RCA Rehab	1,850.00	0.00	
				19,050.00		
	Extd Total:			19,050.00		
	Department Total:			19,050.00		
	CAFR Total:			19,050.00		
	Fund Total: HOWELL/ASBURY PARK RCA BUDGET:			19,050.00		
Fund:	CITY OF ASBURY PARK REDEVELOPMENT ESCROW					
T-48-56-850-000-801	600 COOKMAN AVENUE(HOT MESS MAKEUP, LLC)					
HOTMES	HOT MESS MAKEUP, LLC	17-00599	CLOSING ESCROW BALANCE	3,003.98	0.00	
	Extd Total:			3,003.98		
	Department Total:			3,003.98		
	CAFR Total:			3,003.98		
	Fund Total: CITY OF ASBURY PARK REDEVELOPMENT ESCROW			3,003.98		
	Year Total:			120,420.16		
Total Charged Lines: 280 Total List Amount: 1,664,840.58 Total Void Amount:				0.00		

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March 8, 2017 Council Meeting

Balance brought forward from Total List Amount	\$ 1,664,840.58
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Additional Items:

NJ Motor Vehicle Commission	132.00
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Total Bill List March 8, 2017	\$ 1,664,972.58
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RESOLUTION NO. 2017-105

**City of Asbury Park
County of Monmouth
State of New Jersey**

RESOLUTION AUTHORIZING CHANGE ORDER NUMBER 1 FOR 2016 ROAD PROGRAM

WHEREAS, the City Engineer is recommending Change Order Number 1 in the amount of \$0.00 be formally authorized by the Mayor and Council; and

WHEREAS, the change order pertains to additional costs of installing ductile iron sewer cleanout boxes in areas of concrete driveways and an equal cost of deductions of various materials netting a change order amount of zero dollars.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Asbury Park, County of Monmouth, State of New Jersey that Change Order Number 1 is hereby approved and a copy of this change order shall be provided to the City Engineer, Superintendent of Public Works and the CFO.

I, CINDY A. DYE, City Clerk of the City of Asbury Park, Monmouth County, New Jersey, DO HEREBY CERTIFY the foregoing to be a true and exact copy of RESOLUTION NO. 2017-105 which was finally adopted by the City Council at a meeting held on the 8th day of March, 2017

CERTIFIED BY ME THIS 9th DAY OF March, 2017.

CINDY A. DYE
CITY CLERK



RESOLUTION NO. 2017-106

**City of Asbury Park
County of Monmouth
State of New Jersey**

RESOLUTION AUTHORIZING COMPETITIVE CONTRACTING FOR EMERGENCY MEDICAL SERVICES

WHEREAS, N.J.S.A. 40:11-4.1(f) of the New Jersey Local Public Contracts Law (LPCL) authorizes the procurement of emergency medical services through Competitive Contracting; and

WHEREAS, N.J.S.A. 40:11-4.3 requires Competitive Contracting to be authorized by a Resolution of the governing body; and

WHEREAS, the from time to time the need arises for a third party to provide Advanced Life Support (ALS) as an emergency medical service; and

WHEREAS, the Mayor and Council of the City of Asbury Park hereby authorize the City Manager/Temporary Purchasing Agent to utilize Competitive Contract for emergency medical services.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Asbury Park, County of Monmouth, State of New Jersey, that the City Manager/Temporary Purchasing Agent is hereby authorized to utilize competitive contracting for the procurement of ALS emergency medical services.

NOW, THEREFORE, BE IT FURTHER RESOLVED that a copy of this Resolution be provided to the CFO, Fire Chief, City Attorney and City Manager.

I, CINDY A. DYE, City Clerk of the City of Asbury Park, Monmouth County, New Jersey, DO HEREBY CERTIFY the foregoing to be a true and exact copy of RESOLUTION NO. 2017-106 which was finally adopted by the City Council at a meeting held on the 8th day of March, 2017

CERTIFIED BY ME THIS 8th DAY OF March, 2017.

CINDY A. DYE
CITY CLERK



RESOLUTION NO. 2017-107

**City of Asbury Park
County of Monmouth
State of New Jersey**

RESOLUTION AUTHORIZING APPOINTMENTS TO THE SUNSET LAKE COMMISSION

WHEREAS, pursuant to Section 2-47 of the “Revised General Ordinances of the City of Asbury Park, New Jersey,” a Sunset Lake Commission (the “Commission”) has been duly created in and for the City of Asbury Park (the “City”); and

WHEREAS, the Mayor and Council adopted Ordinance 2017-01 allowing for an appointment of two (2) alternates to the Commission..

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Asbury Park, in the County of Monmouth and State of New Jersey that the following individuals are hereby appointed to serve as alternates on the Sunset Lake Commission:

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, as follows:

1. That the following individuals are hereby appointed to serve on the Commission:

Chester Boles, Alternate #2

Term Expire: 6/30/2018

2. That a certified copy of this Resolution shall be provided to Michael N. Capabianco, City Manager.

I, CINDY A. DYE, City Clerk of the City of Asbury Park, Monmouth County, New Jersey, DO HEREBY CERTIFY the foregoing to be a true and exact copy of RESOLUTION NO. 2017-107 which was finally adopted by the City Council at a meeting held on the 8th day of March, 2017

CERTIFIED BY ME THIS 9th DAY OF March, 2017.

CINDY A. DYE
CITY CLERK



RESOLUTION NO. 2017-108

**City of Asbury Park
County of Monmouth
State of New Jersey**

APPOINTMENT MEMBERS TO THE ZONING BOARD OF ADJUSTMENT

WHEREAS, pursuant to N.J.S.A. 40:55D-69, et seq., and Section 30-22, *et seq.*, of the Asbury Park City Code, a Zoning Board of Adjustment has been established within the City consisting of seven (7) regular members and two (2) alternate members; and

WHEREAS, per Section 30-22.1 of the City Code, all regular and alternate members of the Zoning Board of Adjustment are to be appointed by the Mayor and Council; and

WHEREAS, pursuant to N.J.S.A. 40:55D-69, the terms of all members first appointed to the Zoning Board of Adjustment shall be so determined that, to the greatest practicable extent, the expiration of such terms shall be distributed, in the case of regular members, evenly over the first four years after their appointment, and in the case of alternate members, evenly over the first two years after their appointment; and

WHEREAS, thereafter, the term of each regular member shall be for four (4) years, and the term of each alternate member shall be for two (2) years; and

WHEREAS, with the above in mind, the Mayor and Council wish to make the following appointments to the Zoning Board of Adjustment.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the City of Asbury Park, in the County of Monmouth, State of New Jersey, as follows:

1. Effective immediately, the following resident(s) of the City of Asbury Park is/are hereby appointed as **Alternate 2** Member of the Zoning Board of Adjustment, for an unexpired term of December 31, 2017:

Jennifer Souder

2. A certified copy of this Resolution shall be provided to each of the following:
 - a. Each Appointee referenced above
 - b. Zoning Board of Adjustment Secretary
 - c. Michael N. Capabianco, City Manager
 - d. Frederick C. Raffetto, Esquire, Municipal Attorney

I, CINDY A. DYE, City Clerk of the City of Asbury Park, Monmouth County, New Jersey, DO HEREBY CERTIFY the foregoing to be a true and exact copy of RESOLUTION NO. 2017-108 which was finally adopted by the City Council at a meeting held on the 8th day of March, 2017

CERTIFIED BY ME THIS 9th DAY OF March, 2017.

CINDY A. DYE
CITY CLERK



**Asbury Park, New Jersey
ORDINANCE NO. 2017-10**

**ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS
AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S.A. 40A:4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to .5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and

WHEREAS, N.J.S.A. 40A:4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriations and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and

WHEREAS, the City Council of the City of Asbury Park in the County of Monmouth finds it advisable and necessary to increase its CY 2017 by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and

WHEREAS, the City Council hereby determines that a 3.5% increase in the budget for said year, amount to \$1,313,716.04 In excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and

WHEREAS, City Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the City Council of the City of Asbury Park, in the County of Monmouth, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2017 budget year, the final appropriations of the City of Asbury Park shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$1,313,716.04 And the CY 2017 municipal budget for the City of Asbury Park be approved and adopted in accordance with the ordinance; and

BE IF FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be

filed with the Director of the Division of Local Government Services within 5 days of introduction; and

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

I, CINDY A. DYE, City Clerk of the City of Asbury Park, Monmouth County, New Jersey, DO HEREBY CERTIFY the foregoing to be a true and exact copy of ORDINANCE NO. 2017-10 which was finally adopted by the City Council at a meeting held on the 8th day of March, 2017

CINDY A. DYE
CITY CLERK



**Asbury Park, New Jersey
ORDINANCE NO. 2017-11**

**AN ORDINANCE ESTABLISHING SALARIES OF CERTAIN EMPLOYEES WITHIN
THE CITY OF ASBURY PARK, MONMOUTH COUNTY, NJ**

WHEREAS, the City has determined that the addition of the following position is required for the efficient operation of the City.

NOW, THEREFORE, BE AND IT IS HEREBY ORDAINED, by the Mayor and Council of the City of Asbury Park that the following Title and Salaries be established as

	MINIMUM	MAXIMUM	Per Hour
Media Technician	\$10.00	\$50.00	
Media Technician	\$5,000	\$20,000	Annual

BE IT FURTHER ORDAINED, that this Ordinance shall take effect immediately upon final passage and publication in accordance within the law.

I, CINDY A. DYE, City Clerk of the City of Asbury Park, Monmouth County, New Jersey, DO HEREBY CERTIFY the foregoing to be a true and exact copy of ORDINANCE NO. 2017-11 which was finally adopted by the City Council at a meeting held on the 8th day of March, 2017

CINDY A. DYE
CITY CLERK

**CITY OF ASBURY PARK
BOND ORDINANCE NUMBER 2017-2**

**BOND ORDINANCE PROVIDING FOR VARIOUS 2017
CAPITAL IMPROVEMENTS, BY AND IN THE CITY OF
ASBURY PARK, IN THE COUNTY OF MONMOUTH,
STATE OF NEW JERSEY; APPROPRIATING \$3,000,000
THEREFOR AND AUTHORIZING THE ISSUANCE OF
\$2,857,142 BONDS OR NOTES OF THE CITY TO FINANCE
PART OF THE COST THEREOF**

**BE IT ORDAINED AND ENACTED BY THE CITY COUNCIL OF THE CITY
OF ASBURY PARK, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY (not
less than two-thirds of all the members thereof affirmatively concurring), AS FOLLOWS:**

SECTION 1. The improvements or purposes described in Section 3 of this bond ordinance are hereby authorized as general improvements or purposes to be undertaken by the City of Asbury Park, in the County of Monmouth, State of New Jersey (the "City"). For the said improvements or purposes stated in Section 3, there is hereby appropriated the aggregate sum of \$3,000,000, said sum being inclusive of the sum of \$142,858 as the aggregate amount of down payments for said improvements or purposes required by the Local Bond Law, N.J.S.A. 40A:2-1 et seq. (the "Local Bond Law"). The down payments are now available by virtue of a provision or provisions in a previously adopted budget or budgets of the City for down payment or for capital improvement purposes.

SECTION 2. For the financing of said improvements or purposes described in Section 3 hereof and to meet the part of said \$3,000,000 appropriation not provided for by application hereunder of said down payments, negotiable bonds of the City are hereby authorized to be issued in the aggregate principal amount of \$2,857,142 pursuant to the Local Bond Law. In anticipation of the issuance of said bonds and to temporarily finance said improvements or purposes, negotiable notes of the City in an aggregate principal amount not exceeding \$2,857,142 are hereby authorized to be issued pursuant to and within the limitations prescribed by said Local Bond Law.

SECTION 3. (a) The improvements hereby authorized and purposes for the financing of which said obligations are to be issued include, but are not limited to:

<u>Description</u>	<u>Appropriation</u>	<u>Authorization</u>	<u>Down Payment</u>	<u>Useful Life</u>
(i) Roadway Improvements At Various Locations Throughout The City, Which Improvements Shall Include, But Are Not Limited To, As Applicable, Excavation, Milling, Boxing Out And Resurfacing Of Roadways; Curb, Sidewalk And Drainage Improvements;	\$1,610,739	\$1,534,037	\$76,702	20 years
(ii) Various Police Department Improvements Including, But Not Limited To, The Acquisition Of Three (3) Non-Passenger Vehicles; Electronic Improvements To Various Police Vehicles; And Improvements To Police Department Building;	\$231,544	\$220,518	\$11,026	6.04 years
(iii) Various Fire Department Improvements Including, But Not Limited To, The Acquisition And Installation, As Applicable, Of Protective Gear, Equipment and Apparatus;	\$50,335	\$47,938	\$2,397	5 years
(iv) Various Public Works Improvements Including, But Not Limited To, Traffic Light And Control Box Improvements; Acquisition Of Non-Passenger Vehicles Including, But Not Limited To, A Sweeper And Pickup Truck;	\$639,261	\$608,820	\$30,441	14.88 years
(v) Acquisition Of Non-Passenger Vehicles For The Department Of Social Services And The Building Department; And	\$90,604	\$86,289	\$4,315	5 years
(vi) Various General Capital Improvements Throughout The City Including, But Not Limited To, Various Main Street Streetscape Improvements, General Plant	\$377,517	\$359,540	\$17,977	9.23 years

Improvements Including, But Not Limited To Security Measure Improvements And Acquisition And Installation, As Applicable, Of Various Equipment, Furnishings, Cabinets And Flooring; Acquisition and Installation, As Applicable, Of Trash Receptacles And Information Technology Improvements and the Acquisition of Computer Hardware and Software Throughout City Departments.

Totals	\$3,000,000	\$2,857,142	\$142,858
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(b) The above improvements or purposes set forth in Section 3(a) are more particularly described in documents on file in the Office of the City Manager and shall also include, as applicable, all engineering, architectural or design work, construction planning, preparation of plans and specifications, permits, bid documents, inspection and contract administration, and all work, materials, equipment, labor and appurtenances necessary therefor or incidental thereto.

(c) The aggregate estimated maximum amount of bonds or notes to be issued for said purposes is \$2,857,142.

(d) The aggregate estimated cost of said purposes is \$3,000,000, the excess amount thereof over the said estimated maximum amount of bonds or notes to be issued therefor being the aggregate amount of \$2,857,142, is the aggregate down payments for said purposes in the amount of \$142,858 and the Chief Financial Officer may reappropriate the amounts among the improvements or purposes set forth in Section 3(a).

SECTION 4. In the event the United States of America, the State of New Jersey and/or the County of Monmouth make a contribution or grant in aid to the City for the improvements and purposes authorized hereby and the same shall be received by the City prior to the issuance of the bonds or notes authorized in Section 2 hereof, then the amount of such bonds or notes to be issued shall be reduced by the amount so received from the United States of America, the State of New Jersey and/or the County of Monmouth . In the event, however, that any amount so contributed or granted by the United States of America, the State of New Jersey and/or the County of Monmouth shall be received by the City after the issuance of the bonds or notes authorized in Section 2 hereof, then such funds shall be applied to the payment of the bonds or notes so issued and shall be used for no other purpose.

SECTION 5. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the Chief Financial Officer of the City (the "Chief Financial Officer"), provided that no note shall mature later than one (1) year from its date. The notes shall bear interest at such rate or rates and be in such form as may be determined by the Chief Financial Officer. The Chief Financial Officer shall determine all matters in connection with the notes issued pursuant to this bond ordinance, and the signature of the

Chief Financial Officer upon the notes shall be conclusive evidence as to all such determinations. All notes issued hereunder may be renewed from time to time in accordance with the provisions of N.J.S.A. 40A:2-8(a). The Chief Financial Officer is hereby authorized to sell part or all of the notes from time to time at public or private sale and to deliver them to the purchaser thereof upon receipt of payment of the purchase price and accrued interest thereon from their dates to the date of delivery thereof. The Chief Financial Officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the notes pursuant to this bond ordinance is made. Such report must include the principal amount, the description, the interest rate and the maturity schedule of the notes so sold, the price obtained and the name of the purchaser.

SECTION 6. The capital budget of the City is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith and a resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital programs as approved by the Director of the Division of Local Government Services, New Jersey Department of Community Affairs, is on file in the Office of the City Clerk and is available for public inspection.

SECTION 7. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvements or purposes described in Section 3 of this bond ordinance are not current expenses and are improvements or purposes which the City may lawfully undertake as general improvements or purposes, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.

(b) The average period of usefulness of said improvements or purposes within the limitations of said Local Bond Law, according to the reasonable life thereof computed from the date of the said bonds authorized by this bond ordinance, is 15.77 years.

(c) The supplemental debt statement required by the Local Bond Law has been duly made and filed in the Office of the City Clerk and a complete executed duplicate thereof has been filed in the Office of the Director of the Division of Local Government Services, New Jersey Department of Community Affairs, and such statement shows that the gross debt of the City as defined in the Local Bond Law is increased by the authorization of the bonds or notes provided for in this bond ordinance by \$2,857,142 and the said obligations authorized by this bond ordinance will be within all debt limitations prescribed by said Local Bond Law.

(d) An aggregate amount not exceeding \$645,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the improvements or purposes herein before described.

SECTION 8. The full faith and credit of the City are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the City, and the City shall be obligated to levy *ad valorem* taxes upon all the taxable property within the City for the payment of the obligations and the interest thereon without limitation as to rate or amount.

SECTION 9. The City hereby declares the intent of the City to issue the bonds or bond anticipation notes in the amount authorized in Section 2 of this bond

ordinance and to use proceeds to payor reimburse expenditures for the costs of the purposes described in Section 3 of this bond ordinance. This Section 9 is a declaration of intent within the meaning and for purposes of Treasury Regulations §1.150-2 or any successor provisions of federal income tax law.

SECTION 10. The City Chief Financial Officer is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the City and to execute such disclosure document on behalf of the City. The City Chief Financial Officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the City pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the “Rule”) for the benefit of holders and beneficial owners of obligations of the City and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the City fails to comply with its undertaking, the City shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

SECTION 11. The City covenants to maintain the exclusion from gross income under section 103(a) of the Code, of the interest on all bonds and notes issued under this bond ordinance.

SECTION 12. This bond ordinance shall take effect twenty (20) days after the first publication thereof after final adoption and approval by the Mayor, as provided by the Local Bond Law.

DATED: March 8, 2017

CINDY A. DYE,
Clerk of the City of Asbury Park

APPROVAL BY THE MAYOR ON THIS _____ DAY OF _____, 2017

JOHN MOOR,
Mayor of the City of Asbury Park



RESOLUTION NO. 2017-109

**City of Asbury Park
County of Monmouth
State of New Jersey**

RESOLUTION INTRODUCING THE 2017 MUNICIPAL BUDGET

I, CINDY A. DYE, City Clerk of the City of Asbury Park, Monmouth County, New Jersey, DO HEREBY CERTIFY the foregoing to be a true and exact copy of RESOLUTION NO. 2017-109 which was finally adopted by the City Council at a meeting held on the 8th day of March, 2017

CERTIFIED BY ME THIS 9th DAY OF March, 2017.

CINDY A. DYE
CITY CLERK



Minutes
Meeting of the Municipal Council
Wednesday, March 8, 2017
WORK SESSION

Attendee Name	Title	Status	Arrived
Eileen Chapman	Councilmember	Present	
Yvonne Clayton	Councilmember	Present	
Jesse Kendle	Councilmember	Present	
Amy Quinn	Deputy Mayor	Present	
John Moor	Mayor	Present	
Cindy Dye	City Clerk	Present	
Michael Capabianco	City Manager	Present	
Frederick Raffetto	City Attorney	Present	

City Clerk Cindy Dye called the meeting to order at 6:00 PM.

City Manager's Report on Issues Raised at Prior Council Meeting(s)

City Manager Capabianco indicated that there were no matters.

Special Event Applications

City Manager Capabianco indicated that there were no special event applications.

Review of Agenda Items for March 8, 2017 Regular Meeting

City Manager Capabianco discussed the items on this evening's regular Council agenda.

Matters from City Council

Council Member Chapman thanked the fire department for a job well done during the recent Ocean Grove fire. She also thanked all the businesses and other organizations who assisted in helping the victims.

Council Member Clayton congratulated the Asbury Park High School debate team on their competition at Harvard. She indicated that she attended a dinner last evening in Atlantic City for the New Jersey Recreation and Park Association. The City received an Excellent in Design award for Springwood Avenue Park.

Council Member Kendle thanked everyone who reached out to him during his recent illness.

Deputy Mayor Quinn echoes the appreciation Council Member Chapman expressed regarding the Ocean Grove fire.

Mayor Moor indicated this Sunday will be two great events. The first will be the St. Patrick Day parade. The second will be the Asbury Park Fishing club flea market.

Matters from City Manager

1. Discussion of New Mobile Payment Application for Parking by Mike Manzella, Transportation Manager

Transportation Planner Michael Manzella presented his recommendation for a proposed mobile payment application for parking.

Matters from City Attorney

City Attorney Raffetto had no matters to discuss.

Regular meeting begins at 7:00 pm

Respectfully submitted by:

Cindy A. Dye, RMC, City Clerk



Minutes
Meeting of the Municipal Council
Wednesday, March 8, 2017
REGULAR MEETING

Executive Session - 4:00 p.m.

2017-95 Authorizing a meeting which excludes the public

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	Jesse Kendle, Councilmember
SECONDER:	Amy Quinn, Deputy Mayor
AYES:	Chapman, Clayton, Kendle, Quinn, Moor

Attendee Name	Title	Status	Arrived
Eileen Chapman	Councilmember	Present	
Yvonne Clayton	Councilmember	Present	
Jesse Kendle	Councilmember	Present	
Amy Quinn	Deputy Mayor	Present	
John Moor	Mayor	Present	
Cindy Dye	City Clerk	Present	
Michael Capabianco	City Manager	Present	
Frederick Raffetto	City Attorney	Present	

City Clerk Cindy Dye called the meeting to order at 7:00 PM.

PUBLIC PARTICIPATION

Motion made by Council Member Kendle and seconded by Council Member Chapman to open the meeting to the public. All were in favor.

The following members of the public spoke: Pat Fasano, Rita Marano, Tracy Rogers, Louise Murray and Jerry Scarano.

Motion made by Council Member Chapman and seconded by Council Member Clayton close the meeting to the public. All were in favor.

MINUTES

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jesse Kendle, Councilmember
SECONDER:	Eileen Chapman, Councilmember
AYES:	Chapman, Clayton, Kendle, Quinn, Moor

1. Executive Minutes of Feb. 22, 2017 4:00 PM
2. Municipal Council - Work Session - Feb 22, 2017 6:00 PM
3. Municipal Council - Regular Meeting - Feb 22, 2017 7:00 PM

CONSENT AGENDA RESOLUTIONS

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Amy Quinn, Deputy Mayor
SECONDER:	Jesse Kendle, Councilmember
AYES:	Chapman, Clayton, Kendle, Quinn, Moor

- 2017-96 Appointing Michael Capabianco as Temporary Purchasing Agent as per the Guidelines of LFN 2012-09
- 2017-97 A Resolution of the City of Asbury Park Releasing the Performance Bond for 613 Bangs Ave. (Block 2505, Lot 2.01 And Accepting Maintenance Guarantee
- 2017-98 Resolution Authorizing Issuance of Duplicate Tax Sale Certificate 402-7 #14-00017
- 2017-99 Resolution Cancelling and Refund of 2015-2017 P.I.L.O.T. Charges due to a 100% Disabled Veteran Exemption Pursuant N.J.S.A. 54:4-3.30 4202-3.30
- 2017-100 Award of Contract for Regional Contribution Agreement Project (198 De Witt Ave.)
- 2017-101 Award of Contract for Regional Contribution Agreement Project (1025 Sewall Ave.)

INDIVIDUAL RESOLUTIONS

- 2017-102 Resolution Awarding Contract for Affordable Housing ("COAH") Planner

RESULT:	TABLED [3 TO 2]
	Next: 3/22/2017 7:00 PM
MOVER:	Jesse Kendle, Councilmember
SECONDER:	Yvonne Clayton, Councilmember
AYES:	Eileen Chapman, Yvonne Clayton, Jesse Kendle
NAYS:	Amy Quinn, John Moor

- 2017-103 Resolution Amending Temporary Budget Appropriations for 2017 Budget

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jesse Kendle, Councilmember
SECONDER:	Eileen Chapman, Councilmember
AYES:	Chapman, Clayton, Kendle, Quinn, Moor

- 2017-104 Resolution Authorizing the Payment of Bills in the Amount of \$1,664,972.58

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jesse Kendle, Councilmember
SECONDER:	Eileen Chapman, Councilmember
AYES:	Chapman, Clayton, Kendle, Quinn, Moor

2017-105 Resolution Authorizing Change Order Number 1 for 2016 Road Program

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Eileen Chapman, Councilmember
SECONDER:	Yvonne Clayton, Councilmember
AYES:	Chapman, Clayton, Kendle, Quinn, Moor

2017-106 Resolution Authorizing Competitive Contracting for Emergency Medical Services

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Eileen Chapman, Councilmember
SECONDER:	John Moor, Mayor
AYES:	Chapman, Clayton, Kendle, Quinn, Moor

2017-107 Resolution Authorizing Appointments to the Sunset Lake Commission

The Council wishes to appoint Chester Boles as Alternate #2 with a term expiring June 30, 2018.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Amy Quinn, Deputy Mayor
SECONDER:	Jesse Kendle, Councilmember
AYES:	Chapman, Clayton, Kendle, Quinn, Moor

2017-108 Appointment Members to the Zoning Board of Adjustment

The Council wishes to appoint Jennifer Souder as an Alternate #2 with a term expiring December 31, 2017.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Amy Quinn, Deputy Mayor
SECONDER:	Eileen Chapman, Councilmember
AYES:	Chapman, Clayton, Kendle, Quinn, Moor

ORDINANCES

Introduction

2017-10 Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a CAP Bank (N.J.S.A. 40A:4-45.14)

Public hearing scheduled for April 12, 2017.

RESULT:	INTRODUCED [UNANIMOUS]
	Next: 4/12/2017 7:00 PM
MOVER:	Eileen Chapman, Councilmember
SECONDER:	John Moor, Mayor
AYES:	Chapman, Clayton, Kendle, Quinn, Moor

2017-11 An Ordinance Establishing Salaries of Certain Employees within the City of Asbury Park, Monmouth County, NJ

Public hearing is scheduled for March 22, 2017.

RESULT:	INTRODUCED [UNANIMOUS]
	Next: 3/22/2017 7:00 PM
MOVER:	Amy Quinn, Deputy Mayor
SECONDER:	Jesse Kendle, Councilmember
AYES:	Chapman, Clayton, Kendle, Quinn, Moor

Second Reading/Public Hearing

2017-2 Bond Ordinance Providing for Various 2017 Capital Improvements, by and in the City of Asbury Park, in the County of Monmouth, State of New Jersey; Appropriating \$3,000,000 Therefor and Authorizing the Issuance of \$2,857,142 Bonds or Notes of the City to Finance Part of the Cost Thereof

Motion made by Council Member Chapman and seconded by Deputy Mayor Quinn to open Ordinance 2017-02 to the public. All were in favor.

The following members of the public spoke: Rita Marano.

Motion made by Council Member Kendle and seconded by Council Member Clayton to close Ordinance 2017-02 to the public. All were in favor.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Eileen Chapman, Councilmember
SECONDER:	Yvonne Clayton, Councilmember
AYES:	Chapman, Clayton, Kendle, Quinn, Moor

INTRODUCTION OF 2017 MUNICIPAL BUDGET

2017-109 Resolution Introducing the 2017 Municipal Budget

Public hearing for the 2017 Municipal Budget will be held on April 12, 2017.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Amy Quinn, Deputy Mayor
SECONDER:	Yvonne Clayton, Councilmember
AYES:	Chapman, Clayton, Kendle, Quinn, Moor

ADJOURNMENT

The meeting was adjourned at 7:40 PM

Respectfully submitted by:

Cindy A. Dye, RMC, City Clerk