

**MEETING TO BE
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**AGENDA FOR A BUSINESS SESSION MEETING
OF THE TOWNSHIP COUNCIL OF WEST WINDSOR TOWNSHIP
WEST WINDSOR MUNICIPAL BUILDING
271 CLARKSVILLE ROAD
TO THE EXTENT KNOWN**

October 28, 2024

7:00 p.m.

1. Call to Order
2. Roll Call
3. Statement of Adequate Notice - January 19, 2024 to The Times and the Princeton Packet and posted on the Township web-site.
4. Salute to the Flag
5. Ceremonial Matters and/or Topics for Priority Consideration
6. Public Comment: (30 minutes comment period; 3-minute limit per person)
7. Administration Comments
8. Council Member Comments
9. Chair/Clerk Comments
10. Public Hearings
11. Consent Agenda
 - A. Resolutions
 - B. Minutes
 - C. Bills & Claims
12. Items Removed from Consent Agenda

13. Recommendations from Administration and Council/Clerk
- 2024-R204 Authorizing the Tax Collector to Conduct an Electronic Tax Sale
- 2024-R205 Authorizing the Request by Christian DeMayo for a 100% Disabled Veteran Exemption and to Cancel All Subsequent Taxes per State Statute 54:3-30
- 2024-R206 Authorizing the Refund of the Municipal Portion of Property Taxes Billed for 2023 to PSE&G via a Credit in the 4th Quarter of 2024 - \$6,227.61
- 2024-R207 Authorizing the Mayor to Execute an Agreement with Eden Autism Services, Inc. for Partially Covering the Cost of Renovations of a Group Home
- 2024-R208 Authorizing the Full Release of a Performance Bond for Street Opening Permit No. 2024-30 to Rohit Sangal
- 2024-R209 Authorizing the Rebid for the Project Known as FY2023 Community Park Grant Trail Resurfacing
- 2024-R210 Authorizing Rejection of Bids for the Project Known as Sidewalk Repair Program 2024 and the Rebid of the Same Project
- 2024-R211 Authorizing the Mayor and Clerk to Execute a Professional Services Agreement with GeoTrek Environmental and Surveying, LLC for Land Surveying Services for the West Windsor Township Wallace Road Bus Garage Property (Block 59, Lots 1 & 2) Including the Wallace Road and Old Washington Road Right-Of-Way - \$10,775.00
- 2024-R212 Authorizing the Mayor and Clerk to Execute a Professional Services Agreement with StarNet Solutions, Inc. for Information Technology Support Services for the Police Division - \$14,400.00
- 2024-R213 Authorizing the Mayor and Clerk to Execute Professional Services Agreement with Edward H. Cray, Inc. for Transit Village Pedestrian Safety Improvement Project: TV 2022 Alexander Road Pedestrian Safety Improvements and TV 2023 Wallace Road and Scott Avenue Intersection Visibility Improvements - \$179,517.50

2024-R214 Authorizing the Business Administrator to Purchase Two (2) New Kubota Zero Turn Mowers from Cherry Valley Tractor Sales Under New Jersey State Contract T3129 22-FLEET-10062 - \$35,510.00

2024-R215 Authorizing the Business Administrator to Purchase One (1) New Single Engine Truck Mounted Self-Contained Vacuum Debris Collector From W.E. Timmerman Co., Inc. Through Sourcewell Cooperative Purchasing Program, Contract #031121-ODB, For the Department of Public Works- \$364,928.97

14. Introduction of Ordinances
15. Additional Public Comment (15 minutes comment period; three-minute limit per person)
16. Council Reports/Discussion/New Business
17. Administration Updates
18. Closed Session
19. Adjournment

REQUEST FOR COUNCIL ACTION

Date of Request: 10/8/2024

Initiated By: Kelly A. Montecinos, CTC Division/Department: Finance, Office of the Tax Collector

ACTION REQUESTED/ EXECUTIVE SUMMARY: To hold an electronic tax sale.

SOURCE OF FUNDING:

CONTRACT AMOUNT:

CONTRACT LENGTH:

OTHER SUPPORTING INFORMATION ATTACHED:

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

K. Montecinos
Department/Division Head

J. M. Mard

10/15/24
Date

APPROVED FOR AGENDA OF: 10/28/24

By: Kerry Giannetta
Marlena Schmid, Business Administrator

10/22/2024

MEETING DATE: 10/28/24 **Ordinance #** _____ **Resolution #** 2024-R204

Council Action Taken:

RESOLUTION

WHEREAS, N.J.S.A. 54:5-19.1 authorizes electronic tax sales pursuant to rules and regulations to be promulgated by the Director of the Division of Local Government Services (N.J.A.C. 5:33-1); and

WHEREAS, in accordance with N.J.S.A. 54:5 et seq, the Township of West Windsor is entitled to recover costs in connection with the tax sale including mailing and estimated advertising; and

WHEREAS, the Township of West Windsor wishes to participate in an electronic tax sale and assess the cost of processing and administering all phases of the tax sale process against only the taxpayers who are delinquent.

NOW, THEREFORE, BE IT RESOLVED, the Township Council of the Township of West Windsor hereby authorizes the Tax Collector to participate in an electronic tax sale and submit same to the Director of the Division of Local Government Services if necessary.

BE IT FURTHER RESOLVED the Tax Collector is authorized to charge and collect a fee of \$25.00 per direct mailing to be added to the cost of sale not to exceed \$50.00.

Adopted: October 28, 2024

I hereby certify the above resolution was adopted by the West Windsor Township Council at their meeting held on the 28th day of October, 2024.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: 10/15/24

Initiated By: Kelly A. Montecinos, CTC Division/Department: Finance, Office of the Tax Collector

ACTION REQUESTED/ EXECUTIVE SUMMARY: State Statute 54:4-3.30 allows for the exemption of all property taxes on the residence of a 100% Disabled Veteran.

The resident named in this resolution served in the military and was declared 100% disabled as the result of an active service related injury.

SOURCE OF FUNDING: N/A

CONTRACT AMOUNT: N/A

CONTRACT LENGTH: N/A

OTHER SUPPORTING INFORMATION ATTACHED: This resolution requests a tax refund for a 100% Disabled Veteran.

Memo from Township Tax Assessor, Lorraine M. Jones

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

K. Montecinos
Department/Division Head

10/15/24
Date

APPROVED FOR AGENDA OF: October 28, 2024

BY: _____
Marlena Schmid, Business Administrator

MEETING DATE: 10/29/24 Ordinance # _____ Resolution # 2024-R205

Council Action Taken:

RESOLUTION

WHEREAS, the Tax Assessor of the Township of West Windsor was notified by Christian DeMayo, the owner of the residence at 102 Conover Road, West Windsor, NJ, that he is requesting a 100% Disabled Veteran exemption from property taxes; and

WHEREAS, Mr. DeMayo submitted all the required paperwork and proof pursuant to N.J.S.A. 54:3-30; and

WHEREAS, the Township Tax Assessor recommends that the above resident, having met all the requirements of the State Statute for 100% Disabled Veterans as of August 6, 2024, receive a property tax exemption for tax year 2024; and

WHEREAS, the Tax Collector requests the Township Council to cancel the taxes from August 6, 2024 to December 31, 2024 in the amount of \$4,923.31.

NOW, THEREFORE, BE IT RESOLVED, the Township Council of the Township of West Windsor hereby authorizes the Tax Collector to cancel the following property taxes listed below for 102 Conover Road, West Windsor, NJ:

<u>Property Taxes Cancelled</u>	
August 6, 2024 to December 31, 2024	\$4,923.31

Adopted: October 28, 2024

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 28th day of October, 2024.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: October 8, 2024

Initiated By: Kelly A. Montecinos, CTC Division/Department: Finance, Office of the Tax Collector

ACTION REQUESTED/ EXECUTIVE SUMMARY: The municipal portion of property taxes billed for 2023 are being refunded to PSE&G via a credit in the 4th quarter of 2024.

This is the 20th year of a 50-year License Agreement with PSE&G.

SOURCE OF FUNDING:N/A

CONTRACT AMOUNT: N/A

CONTRACT LENGTH: 50 Year License Agreement

OTHER SUPPORTING INFORMATION ATTACHED: 50-year License Agreement with PSE&G

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

K. Montecinos Department/Division Head J. V. March Date 10/15/24

APPROVED FOR AGENDA OF: 10/28/2024

By Kerry Giannetta 10/22/2024
Marlena Schmid, Business Administrator

MEETING DATE: 10/28/24 Ordinance # _____ Resolution # 2024-R206

Council Action Taken:

RESOLUTION

- WHEREAS, the Tax Collector has certified the information contained in the License Agreement attached states as follows; and
- WHEREAS, on November 8, 2004, the Township of West Windsor entered into a License Agreement with the Public Service Electric and Gas Company (“PSE&G”), Resolution 2004-R283; and amended on May 22, 2006 by Resolution 2006-R115; and
- WHEREAS, the agreement provides for a property easement for the attached list of properties owned by the PSE&G; and
- WHEREAS, in exchange for use of the land as a Bicycle, Hiking and Jogging Path, the Township Council has agreed to a 50-year License Agreement which includes the following provision; and
- WHEREAS, the Township of West Windsor, as noted in Section W of the License Agreement agrees to waive “the municipal portion all real estate taxes levied by the Township of West Windsor against the Licensed Premises.”

NOW, THEREFORE, BE IT RESOLVED the Township Council of the Township of West Windsor agrees to cancel the following municipal taxes totaling \$ 6,227.61 for the year 2024:

Block 16.11	Lot 19	\$ 796.55
Block 17.08	Lot 8	\$ 665.14
Block 17.14	Lot 24	\$ 283.85
Block 17.18	Lot 8	\$ 344.19
Block 19	Lot 5	\$ 2,091.96
Block 49	Lot 86	\$ 1,112.58
Block 61	Lot 78	\$ 933.34
Total		<u>\$ 6,227.61</u>

Adopted: October 28, 2024

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 28th day of October, 2024.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

INDICATE ACTION REQUESTED (check one):

Date of Request: October 7, 2024

Ordinance

(Summary attached)

Resolution

(Backup documents complete)

**(Contracts require Affirmative
Action Certificate)**

Item for Discussion only

Initiated By: Hemant Marathe, Ph.D. Division of Administration

ACTION REQUESTED: Resolution approving the contract with Eden Autism Services, Inc. for partially covering the cost of renovation for a group home with four bedrooms for Autistic Adults.

EXECUTIVE SUMMARY: The Township finds and determines that the proposed project meets an existing Affordable Housing need and that the project will partially satisfy the need for Affordable Housing in the Township.

OTHER SUPPORTING INFORMATION ATTACHED:

Resolution, Agreement and Declaration of Covenants, Conditions and Restrictions

DISK & file name (OR) S:\AGENDA INBOX (file name: Eden Resolution)

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

[Signature] 10/17/24
Department/Division Head Date

APPROVED FOR AGENDA OF: October 28, 2024

By: [Signature]
Marlena Schmid

Business Administrator

**** PLEASE NOTE ** DEADLINE FOR SUBMISSION TO THE CLERK'S OFFICE FOR REVIEW AND APPROVAL BY THE BUSINESS ADMINISTRATOR IS 10:00 A.M. ON THE FRIDAY ONE WEEK PRECEDING THE COUNCIL BUSINESS MEETING.**

MEETING DATE: 10/28/24 Ordinance # _____ Resolution # 2024-1207

Council Action Taken:

Distributed:

RESOLUTION

WHEREAS, Eden Autism Services, Inc. has purchased and renovated a single-family residence at 303 Oak Lane (hereinafter referred to as the “Project”) to create a group home with four bedrooms for autistic adults; and

WHEREAS, Eden Autism Services, Inc. has requested a grant from the Township of West Windsor (the “Township”) for \$100,000.00 to partially cover the cost of renovation; and

WHEREAS, Certification of Funds has been received from the Chief Financial Officer and funds for this grant are available in the Affordable Housing Trust Fund.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor that:

1. The Council finds and determines that the proposed Project meets an existing affordable housing need; and
2. The Council does hereby adopt the within Resolution that the Project will partially satisfy the need for affordable housing in the Township; and
3. Deed restrictions consistent with the Uniform Housing Affordability Controls will be recorded and will apply to the group home for 30 years at a minimum and thereafter until terminated by the Township running from the date of payment of the \$100,000.00 to Eden; and
4. John V. Mauder, Chief Financial Officer is authorized to process payment of \$100,000.00 to Eden from the Affordable Housing Trust Fund upon Eden’s execution of the deed restriction.

Adopted: October 28, 2024

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 28th day of October 2024.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: September 30, 2024

Initiated By: Francis Guzik Division/Department: Comm. Dev./Engineering

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Adoption of a resolution granting the release of a Performance Bond posted with the Township in conjunction with Street Opening Permit No. 2024-30 for work that was done at 11 Garnet Lane. Rohit Sangal posted a performance bond on September 10, 2024 for sidewalk repairs. The project was completed and has been inspected by the Township Engineer, who is recommending the bond release.

SOURCE OF FUNDING: N/A

CONTRACT AMOUNT: N/A

CONTRACT LENGTH: N/A

OTHER SUPPORTING INFORMATION ATTACHED:

- Resolution
- Engineer's Report
- Supporting Documentation

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Francis Guzik 10/4/24
Department/Division Head Date

APPROVED FOR AGENDA OF: October 28, 2024

By: Kerry Giametta 10/22/2024
Marlena Schmid, Business Administrator

MEETING DATE: 10/28/24 Ordinance # _____ Resolution # 2024-1208

Council Action Taken:

RESOLUTION

WHEREAS, the Township of West Windsor presently holds a Performance Bond in the amount of \$500.00 from Rohit Sangal for Street Opening Permit No. 2024-30 covering work to be performed at 11 Garnet Lane, West Windsor Township; and

WHEREAS, the project has been completed and inspected, and the Township Engineer recommends full release of the performance guarantee.

NOW THEREFORE BE IT RESOLVED by the Township Council of the Township of West Windsor that the Performance Bond presently in effect on Street Opening Permit No. 2024-30 be released in accordance with the recommendation of the Township Engineer.

BE IT FURTHER RESOLVED that the Township Treasurer is hereby authorized to release the following performance bond presently held in Trust:

<u>Performance Guarantee</u>	<u>Original Amount</u>	<u>Date Issued</u>
Check #1302	\$500.00	9/10/2024

Adopted: October 28, 2024

I hereby certify the above resolution was adopted by the West Windsor Township Council at their meeting held on the 28th day of October 2024.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: October 7, 2024

Initiated By: Alexander Lesniak **Division/Department:** Engineering/Comm. Dev.

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Adoption of a resolution authorizing rebid for the project known as FY2023 Community Park Grant Trail Resurfacing, due to no bids being received by the Township.

SOURCE OF FUNDING: N/A


CONTRACT AMOUNT: N/A

CONTRACT LENGTH: N/A

OTHER SUPPORTING INFORMATION ATTACHED:

Resolution
Letter Recommending Re-Bid

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

 10/9/24
Department/Division Head Date

APPROVED FOR AGENDA OF: October 28, 2024

By:  10/22/2024
Marlena Schmid, Business Administrator

MEETING DATE: 10/28/24 **Ordinance #** _____ **Resolution #** 2024-R209

Council Action Taken:

RESOLUTION

WHEREAS, the Township of West Windsor advertised and set bid opening date on September 26, 2024 for a project known as FY2023 Community Park Grant Trail Resurfacing; and

WHEREAS, no bids were submitted to the Township in response to the advertisement; and

WHEREAS, the Township Engineer recommends it is in the best interest of the Township of West Windsor to permit rebid of the FY2023 Community Park Grant Trail Resurfacing project.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor authorizes the rebid of the FY2023 Community Park Grant Trail Resurfacing for West Windsor Township.

Adopted: October 28, 2024

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 28th day of October 2024.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: October 7, 2024

Initiated By: Alexander Lesniak Division/Department: Engineering/Comm. Dev.

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Adoption of a resolution authorizing rejection of bids for the project known as Sidewalk Repair Program - 2024 due to bids received exceeding the Engineer's construction cost estimate, and the rebid of the same project for the Township.

SOURCE OF FUNDING: N/A

CONTRACT AMOUNT: N/A

CONTRACT LENGTH: N/A

OTHER SUPPORTING INFORMATION ATTACHED:

Resolution
Letter Recommending Bid Rejection

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

 10/9/24
Department/Division Head Date

APPROVED FOR AGENDA OF: October 28, 2024

By:  10/22/2024
Marlena Schmid, Business Administrator

MEETING DATE: 10/28/24 Ordinance # _____ Resolution # 2024-R210

Council Action Taken:

RESOLUTION

WHEREAS, the Township of West Windsor opened and read bids on September 19, 2024 for a project know as Sidewalk Repair Program - 2024; and

WHEREAS, the bid with the lowest price must be rejected as required by New Jersey Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) because the bidder failed to submit the required Consent of Surety; and

WHEREAS, the two (2) other bids submitted significantly exceed the Engineer's Estimate of reasonable costs for this work; and

WHEREAS, the Bid Documents permit the Township of West Windsor to reject any and all bids if it is in the public interest to do so; and

WHEREAS, the Township Engineer recommends it is in the best interest of the Township of West Windsor to reject all bids submitted.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor all bids for the project know as Sidewalk Repair Program - 2024 are hereby rejected.

BE IT FURTHER RESOLVED by the Township Council of the Township of West Windsor authorizes the rebid of the Sidewalk Repair Program – 2024 project for West Windsor Township.

Adopted: October 28, 2024

I hereby certify the above Resolution was adopted by the West Windsor Township Council at its meeting held on the 28th day of October 2024.

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: October 3, 2024

Initiated By: Francis Guzik **Division/Department:** Comm. Dev./Engineering

ACTION REQUESTED/ EXECUTIVE SUMMARY:

Adopt a resolution authorizing the execution of a professional services agreement with GeoTrek Environmental and Surveying LLC to provide professional land surveyor services for the boundary survey for Township's Wallace Road Bus Garage property (Block 59, Lots 1 & 2). GeoTrek Environmental and Surveying LLC provided a responsible and qualified fee proposal for the preparation of a boundary and topographic survey, including the Wallace Road and Old Washington Road Rights-of-Way. The Township Engineer is recommending a contract be awarded to GeoTrek Environmental and Surveying LLC.

SOURCE OF FUNDING:

<u>Traffic Safety Improv. Hazard Mitigation</u>	<u>405 2018 15 014</u>	<u>\$10,775.00</u>
Account Title	Account Number	Amount

CONTRACT AMOUNT: \$10,775.00

CONTRACT LENGTH: N/A

OTHER SUPPORTING INFORMATION ATTACHED:

Resolution	Affirmative Action Contract	Proposal – Exhibit A
Political Contribution Disclosure	Certification of Funds	Business Entity Disclosure
Professional Services Agreement	Stockholder Disclosure	Engineers Memorandum
Business Registration Certification	Affidavit of Compliance	Certificate of Information Report
Project Location Map		

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

Department/Division Head *Francis Guzik* 10/4/24 Date

APPROVED FOR AGENDA OF: October 28, 2024

By: Kerry Diametta 10/22/2024
Marlena Schmid, Business Administrator

MEETING DATE: 10/28/24 **Ordinance #** _____ **Resolution #** 2024-R211

Council Action Taken:
Distributed:

RESOLUTION

- WHEREAS, the Township of West Windsor has a need to acquire professional engineering services; and
- WHEREAS, GeoTrek Environmental and Surveying LLC, has submitted a proposal dated October 2, 2024 indicating they will provide professional land surveying services for the preparation of boundary and topographic survey for the West Windsor Township Wallace Road Bus Garage property (Block 59, Lots 1 & 2), including the Wallace Road and Old Washington Road Rights-of-Way, for \$10,775.00; and
- WHEREAS, the Township wishes to enter into a Professional Services Agreement with GeoTrek Environmental and Surveying LLC, for the aforesaid services for an amount not to exceed \$10,775.00; and
- WHEREAS, Certification of Funds has been received from the Chief Financial Officer and funds are available in the following account:

Traffic Safety Improv. Hazard Mitigation	405 2018 15 014	\$10,775.00
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NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor as follows:

- (1) The Mayor and Clerk are hereby authorized to execute, on behalf of the Township a Professional Services Agreement with GeoTrek Environmental and Surveying LLC, with a 60-day performance period from the date of project initiation, for an amount not to exceed \$10,775.00;
- (2) The Agreement so authorized shall require the Provider to provide Professional Land Surveyor Services pursuant to its proposal dated October 2, 2024. The contract is awarded without competitive bidding as authorized by the Local Public Contracts Law pursuant to N.J.S.A. 40A:11-5(1)(a) because the services are professional in nature.
- (3) A notice of this action shall be published in the newspaper used by the Township for legal publications as required by law within ten (10) days of its passage.
- (4) An executed copy of the Agreement between the Township and GeoTrek Environmental and Surveying LLC and a copy of this Resolution, shall be on file and available for public inspection in the office of the Township Clerk.

Adopted: October 28, 2024

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 28th day of October 2024.

Allison D Sheehan
Township Clerk
West Windsor Township

RESOLUTION

WHEREAS, the Township of West Windsor has a need to acquire professional information technology support services; and

WHEREAS, StarNet Solutions, Inc. has submitted a proposal dated September 30, 2024 indicating they will provide a 96-hour retainer for on-site, phone or remote support for maintenance, trouble shooting and general support of the Police Network for \$14,400.00; and

WHEREAS, the Township wishes to enter into a Professional Services Agreement with StarNet Solutions, Inc. for the aforesaid services; and

WHEREAS, the Chief Financial Officer has certified the availability of funds in the following account:

Police-Office/Equipment Maint.	105-18-233	\$14,400.00
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NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of West Windsor as follows:

- (1) The Mayor and Clerk are hereby authorized to execute, on behalf of the Township a Professional Services Agreement with StarNet Solutions Inc., for an amount not to exceed \$14,400.00.
- (2) The Agreement so authorized shall require the Provider to provide a 96 - hour retainer for on-site, phone or remote support for maintenance, trouble shooting and general support of the Police Network for \$14,400.00. The Agreement may be awarded without competitive bidding as authorized by the Local Public Contracts Law pursuant to N.J.S.A. 40A:11-5(1)(a) because the services are professional in nature.
- (3) A notice of this action shall be published in the newspaper used by the Township for legal publications as required by law within ten (10) days of its passage.
- (4) An executed copy of the Agreement between the Township and StarNet Solutions, Inc. and a copy of this Resolution, shall be on file and available for public inspection in the office of the Township Clerk.

Adopted: October 28, 2024

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 28th day of October 2024.

Allison Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: October 15, 2024

Initiated By: John Taylor Department of Comm. Dev./Engineering

ACTION REQUESTED/EXECUTIVE SUMMARY:

Adoption of a resolution authorizing the awarding of a Contract to Edward H. Cray, Inc. of Trenton, New Jersey for Transit Village Pedestrian Safety Improvement Project: TV 2022 Alexander Road Pedestrian Safety Improvements and TV 2023 Wallace Road and Scott Ave Intersection Visibility Improvements. The work under this contract includes, but is not limited to site clearing, traffic maintenance and protection, concrete curb and sidewalk, handicapped ramp installation, and installation of Rectangular rapid flashing beacons. Four (4) bids were received for this project and it is recommended that this contract be awarded to the lowest responsible and responsive bidder, Edward H. Cray, Inc. of Trenton, New Jersey for this project

SOURCE OF FUNDING:

Alexander Rd Ped Safety Improvements (NJDOT Grant)	405-2022-08 012	\$ 82,000.00
Transit Village Wallace & Scott Ave (NJDOT Grant)	405-2023-09 015	\$ 89,000.00
<u>Bike & Pedestrian Improvements</u>	<u>405-2021-14 010</u>	<u>\$ 8,517.50</u>
Account Title	Account Number	Amount

CONTRACT AMOUNT: \$179,517.50

CONTRACT LENGTH: Thirty (30) calendar days from Notice to Proceed

OTHER SUPPORTING INFORMATION ATTACHED:

- | | |
|-------------------------|--|
| Resolution | Public Works Registration |
| Engineer's Memorandum | Affirmative Action Contract |
| Certification of Funds | Business Registration Certification |
| Agreement | Certificate of Employee Information Report |
| Affidavit of Compliance | Map |

COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW

[Signature] 10/16/24
Department/Division Head Date

APPROVED FOR AGENDA OF: October 28, 2024

By: Kerry Diamatta 10/22/2024
Marlena Schmid, Business Administrator

MEETING DATE: 10/24/24 **Ordinance #** _____ **Resolution #** 2024-R 213

Council Action Taken:

RESOLUTION

WHEREAS, the Township of West Windsor wishes to construct improvements to the pedestrian route along a portion of Alexander Road and the intersection of Wallace Road and Scott Avenue; and

WHEREAS, this pedestrian route and intersection is within one-half mile of the Princeton Junction Train Station, a New Jersey designated Transit Village and this work has been awarded two New Jersey Department of Transportation Transit Village grants: one for \$89,000.00, and one for \$82,000, for a total of \$171,000.00; and

WHEREAS, said contract was put out to public bid and the following bids were received and opened on Tuesday, October 1, 2024; and

WHEREAS, the Township has received four (4) bids from the following bidders:

<u>No.</u>	<u>Company</u>	<u>Bid Value</u>
1	Edward H. Cray, Inc	\$179,517.50
2	Diamond Construction	\$197,623.00
3	TC Landscaping Construction	\$218,534.00
4	Berto Construction	\$251,273.00

(chart sorted by total bid value)

WHEREAS, the Township Engineering staff have reviewed the bids and have determined that the lowest responsible and responsive bid was submitted by Edward H. Cray, Inc.; and

WHEREAS, Certification of Funds has been received from the Chief Financial Officer and funds for said contract are available in the following accounts:

Alexander Rd Ped Safety Improvements (NJDOT Grant)	405-2022-08 012	\$ 82,000.00
Transit Village Wallace & Scott Ave (NJDOT Grant)	405-2023-09 015	\$ 89,000.00
<u>Bike & Pedestrian Improvements</u>	<u>405-2021-14 010</u>	<u>\$ 8,517.50</u>
Account Title	Account Number	Amount

NOW, THEREFORE, BE IT RESOLVED by the Township of West Windsor that the contract for the Transit Village Pedestrian Safety Improvement Project be awarded to Edward H. Cray, Inc., 12 Seventh Avenue, Trenton, New Jersey 08619, and the Mayor and Clerk are authorized to execute said contract.

Adopted: October 28, 2024

I hereby certify the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 28th day of October 2024.

Allison D. Sheehan
 Township Clerk
 West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: 10/8/2024

Initiated By: Anthony Esposito

Division/Department: Department of Public Works

ACTION REQUESTED/ EXECUTIVE SUMMARY: Resolution authorizing purchase of two (2) new Kubota zero turn mowers purchased from Cherry Valley Tractor Sales, 35 Route 70 West Marlton, NJ 08053.

<u>SOURCE OF FUNDING:</u>	405 2015 06020	\$ 3,695.59
	405 2019 18026	\$ 2,364.39
	405 2022 08029	\$29,450.02

CONTRACT AMOUNT: \$35,510.00

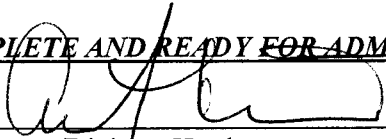
CONTRACT LENGTH: N/A

OTHER SUPPORTING INFORMATION ATTACHED:

Resolution 2024-R , bid sheets, and certification of funds

S:\AGENDA INBOX (file name)

~~COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW~~


 Department/Division Head

10/8/2024
 Date

APPROVED FOR AGENDA OF: 10/28/2024

By: Kerry Hiametta 10/22/2024
 Marlena Schmid, Business Administrator

**** PLEASE NOTE ** DEADLINE FOR SUBMISSION TO THE CLERK'S OFFICE FOR REVIEW AND APPROVAL BY THE BUSINESS ADMINISTRATOR IS 10:00 A.M. ON THE FRIDAY ONE WEEK PRECEDING THE COUNCIL MEETING.**

MEETING DATE: 10/28/24 Ordinance # _____ Resolution # 2024-R214

Council Action Taken:

RESOLUTION

WHEREAS, the Township of West Windsor, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Township of West Windsor wishes to purchase two (2) New Kubota Zero Turn Mowers for the Department of Public Works; and

WHEREAS, both Kubota Mowers are available from Cherry Valley Tractor Sales, 35 Route 70 West, Marlton, NJ 08034 under New Jersey State Contract T3129 22-FLEET-10062; and

WHEREAS, the Chief Financial Officer has certified funds are available for said equipment in the following accounts:

Public Works - Acquisition of Equipment

Account Codes: 405 2015 06020	\$ 3,695.59
405 2019 18026	\$ 2,364.39
405 2022 08029	\$29,450.02

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of West Windsor that Marlana A. Schmid, the Business Administrator, is authorized to purchase of two (2) New Kubota Zero Turn Mowers under the New Jersey State Contract T3129 22-FLEET-10062 for a total of \$35,510.00 from Cherry Valley Tractor Sales, 35 Route 70 West Marlton, NJ 08053

Adopted: October 28, 2024

I hereby certify the above Resolution was adopted by the Township Council of the Township of West Windsor at their meeting held on the 28th day of October, 2024

Allison D. Sheehan
Township Clerk
West Windsor Township

REQUEST FOR COUNCIL ACTION

Date of Request: October 9, 2024

Initiated By: Anthony Esposito **Division/Department:** Department of Public Works

ACTION REQUESTED/ EXECUTIVE SUMMARY: Resolution authorizing purchase of one new 25 Cubic Yard Truck Mounted Debris Collector from Timmerman Equipment, PO Box 71 Whitehouse, NJ 08888.

SOURCE OF FUNDING: 405 2024 18033

CONTRACT AMOUNT: \$364,928.97

CONTRACT LENGTH: N/A

OTHER SUPPORTING INFORMATION ATTACHED:

Resolution 2024-R, bid sheets, and certification of funds

S:\AGENDA INBOX (file name)

~~**COMPLETE AND READY FOR ADMINISTRATOR'S REVIEW**~~

Department/Division Head

Date

APPROVED FOR AGENDA OF: 10/28/2024

By: Keray Diametta 10/22/2024
Marlena Schmid, Business Administrator

MEETING DATE: 10/28/24 Ordinance # _____ Resolution # 2024-R215

Council Action Taken:

RESOLUTION

WHEREAS, the Township of West Windsor wishes to purchase a new vacuum debris collector truck for the Department of Public Works from the Sourcewell Cooperative Purchasing Program pursuant to statutory and regulatory requirements of the State of New Jersey; and

WHEREAS, the Township of West Windsor advertised the “Intent to Purchase Under a National Cooperative Purchasing Agreement” in the official newspaper and posted the advertisement on the Township web-site for a ten (10) day comment period and no comments were received; and

WHEREAS, W.E. Timmerman Co., Inc. (Dealer), P.O. Box 71, Whitehouse, NJ 08888 under Sourcewell Contract #031121-ODB offers a vacuum debris collector truck and the availability of this contract best serves the needs of the Township of West Windsor; and

WHEREAS, the Dealer has provided a proposal dated August 28, 2024 for one (1) new ODB DCL1000SE25 Single Engine Truck Mounted Self-Contained Vacuum Debris Collector Mounted on a Freightliner M2-106 Chassis with Dual Steering and Variable Power Divider for a total price not to exceed \$364,928.97; and

WHEREAS, the Dealer shall be bound by the specifications for the one (1) new ODB DCL1000SE25 Single Engine Truck Mounted Self-Contained Vacuum Debris Collector Mounted on a Freightliner M2-106 Chassis with Dual Steering and Variable Power Divider dated August 28, 2024; and

WHEREAS, the Chief Financial Officer has certified funds are available in the following account:

Public Works - Acquisition of Vehicle 405 2024 18033 \$364,928.97

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of West Windsor that the Business Administrator Marlena A. Schmid is authorized to purchase under Sourcewell Contract #031121-ODB one (1) new ODB DCL1000SE25 Single Engine Truck Mounted Self-Contained Vacuum Debris Collector Mounted on a Freightliner M2-106 Chassis with Dual Steering and Variable Power Divider from W.E. Timmerman Co., Inc. P.O. Box 71, Whitehouse, NJ 08888 for a total amount not to exceed \$364,928.97.

Adopted: October 28, 2024

I hereby certify the above resolution was adopted by the Township Council of the Township of West Windsor at their meeting held on the 28th day of October.

Allison D. Sheehan
Township Clerk
West Windsor Township