

TOWN OF SECAUCUS
MAYOR AND COUNCIL MEETING - FEBRUARY 9, 2021
CAUCUS/EXECUTIVE SESSION 4:30 PM
MEETING TO COMMENCE 7:00 PM

The town does not provide agenda for Council Meetings; however, below is a list of matters scheduled to be discussed which is intended to be a worksheet or reference sheet only for the Mayor and Council Members. No person shall rely on this sheet because scheduled items may be deleted and new items may be added, and Council Members may raise issues during the meeting and take action with respect to the same which are not listed herein.

PLEDGE OF ALLEGIANCE

OPEN PUBLIC MEETINGS ACT

ROLL CALL

RESOLUTIONS (CONSENT AGENDA)

COMMUNICATIONS REQUIRING ACTION BY MAYOR AND COUNCIL

- 1) Request by the Leonia Board of Education to use the Secaucus Recreation Center Pool from February 1 through March 27 for practice and competition
- 2) Request by the US Sports Institute to use the Clarendon School Field on Sundays from April 18 to June 6 and June 27 to August 8 for sports classes, 20 participants per class
- 3) Request by the US Sports Institute to use Shetik Field on Thursdays from April 22 to June 3 and July 1 to August 5 for sports classes, 20 participants per class
- 4) Request by Krish Jhaveri to use the Humboldt Street Recreation Center on Sunday nights from January 31 to February 28 for badminton
- 5) Request by Carolyn Petillo to use the Secaucus Ice Rink on February 8, 15 and 16 for High School Hockey
- 6) Acceptance of resignation of Kevin Kloepping as a member of Rescue 1/Engine 2 in the Secaucus Fire Department

COMMITTEE REPORTS

UNFINISHED BUSINESS

NEW BUSINESS

REMARKS OF CITIZENS

ADJOURNMENT

Town of Secaucus
CONSENT AGENDA – 2/9/21

THIS AGENDA IS FOR DISCUSSION PURPOSES AND IS SUBJECT TO CHANGE.

ITEMS MAY BE ADDED OR REMOVED AS DETERMINED BY THE TOWN COUNCIL.

- 1) A resolution on behalf of the Town of Secaucus authorizing the renewal of the award of an Extraordinary Unspecifiable Service contract for Risk Management Services to Fairview Insurance Agency Associates, Inc.
- 2) A resolution on behalf of the Town of Secaucus authorizing a Fair and Open solicitation process of professional services contracts for Substitute Municipal Prosecutor, Substitute Municipal Public Defender, Town Veterinarian and Bid Specifications
- 3) Resolution supporting indoor dining capacity increase and expansion of operation time for food or beverage establishments
- 4) A resolution on behalf of the Town of Secaucus authorizing approval of Change Order #1 to a contract with AJM Contractors, Inc. for 2020 Road Program Marianne Terrace
- 5) A resolution on behalf of the Town of Secaucus authorizing the award of a Non-Fair and Open contract for NFPA Testing of the apparatus and equipment of the Secaucus Volunteer Fire Department to fail safe testing
- 6) A resolution on behalf of the Town of Secaucus authorizing the award of a Non-Fair and Open contract for Video Production, Graphic Design and Photography to Flanagan Productions, LLC
- 7) A resolution on behalf of the Town of Secaucus authorizing adoption of a Temporary 2021 Municipal Budget
- 8) A resolution on behalf of the Town of Secaucus regarding authorization to advertise and receive bids for the provision of Heavy Equipment Leasing
- 9) Resolution authorizing the Recreation Department to conduct Sports Clinics for Spring, 2021 to run effective Mid-March through June, 2021
- 10) Resolution granting unpaid leaves of absence to Lisa Guillen, (effective 1/13/21 to 2/28/21) and Judy Kennelly, (effective 1/13/21 to 2/28/21), while on temporary disability with continued life insurance and for pension purposes
- 11) A resolution on behalf of the Town of Secaucus supporting community solar projects in the municipality

Resolution No. _____

**TOWN OF SECAUCUS
COUNTY OF HUDSON, STATE OF NEW JERSEY**

**A RESOLUTION ON BEHALF OF THE TOWN OF SECAUCUS AUTHORIZING
THE RENEWAL OF THE AWARD OF AN EXTRAORDINARY UNSPECIFIABLE
SERVICE CONTRACT FOR RISK MANAGEMENT SERVICES TO
FAIRVIEW INSURANCE AGENCY ASSOCIATES, INC.**

WHEREAS, the Town of Secaucus is a member of the Suburban Essex Joint Insurance Fund (SEJIF), and utilizes the services of a Risk Management Consultant licensed by the State of New Jersey Department of Insurance as the consultant to the Town in reviewing and securing appropriate insurance coverage; and

WHEREAS, such insurance services are exempt from public bidding requirements pursuant to N.J.S.A. 40A:11-5(1)(m) as “extraordinary, unspecifiable services;” and

WHEREAS, the Town received the attached quotation from Fairview Insurance Agency Associates, Inc., 25 Fairview Avenue, Verona, New Jersey, dated February 3, 2020; and

WHEREAS, the Qualified Purchasing Agent has provided a certification that the contract award complies with the Local Public Contracts Law governing “extraordinary, unspecifiable services.”

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council for the Town of Secaucus, County of Hudson, State of New Jersey, that a contract be awarded to Fairview Insurance Agency Associates, Inc. for Risk Management Consultant services pursuant to N.J.S.A. 40A:11-5(1)(m) as an “extraordinary, unspecifiable service” for the period of January 1, 2021 to December 31, 2021 in an amount not to exceed Forty-five Thousand Dollars (\$45,000.00). This renewal is one (1) of two (2) one (1) year renewals available pursuant to **Resolution 2020-64**; and

BE IT FURTHER RESOLVED, that the attached quote, Resolution and any supplemental terms presented by the Town of Secaucus or the Suburban Metro Joint Insurance Fund, shall constitute the requisite contract upon their execution in this matter and be kept on file with the Town Clerk, available for public inspection; and

BE IT FURTHER RESOLVED, that Fairview Insurance Agency Associates, Inc. shall provide any and all updated compliance information requested by the Town of Secaucus’ Office of Purchasing, which may include but is not limited to, proof of continued insurance coverage; and

BE IT FURTHER RESOLVED, that the Chief Financial Officer has certified that the funds are available in the 2021 Municipal Budget: and

BE IT FURTHER RESOLVED, that the Town Clerk shall publish the above award in the official newspaper of the Town; and

BE IT FURTHER RESOLVED, that the Mayor and/or Town Administrator is hereby authorized to execute any other documents or take any other necessary action to effectuate the spirit and intent of this Resolution.

Adopted: February 9, 2021

I, Michael Marra, Town Clerk of the Town of Secaucus, County of Hudson, do hereby certify that the above is a true copy of a resolution approved by the Mayor and Council on February 9, 2021.

Town Clerk	Mayor			
Motion:	Yes	No	Abstain	Absent
Second:				
Councilman Costantino				
Councilman McKeever				
Councilman Clancy				
Councilwoman Tringali				
Councilman Dehnert				
Councilman Gerbasio				
Mayor Gonnelli				

Sheetal Nagpal, Treasurer of the Town of Secaucus,
do hereby certify that funds are available in accordance
with the Local Budget Law NJSA 40A:4-1 in
Account Number:

01-2010-00-11132-069
Amount \$ 2,500.00 Date 02/09/21
Sheetal Nagpal
Sheetal Nagpal



Town of Secaucus
Quotation Information For:
Risk Management Services

Description of Scope of Work for the Town of Secaucus:

The Risk Management Consultant shall be licensed by the State of New Jersey Department of Insurance and shall act as the consultant to the Town in securing various insurance services to provide maximum protection at minimum cost. The Risk Management Consultant shall work with the Joint Insurance Funds and Municipal Excess Liability Fund to which the Town belongs to maximize the Town's benefits therefrom.

Fairview Insurance Agency Associates, Inc. confirms that we are duly licensed by the State of New Jersey Department of Banking and Insurance. We also confirm that we will comply with all of the statements above and have the ability to work with all Joint Insurance Funds and the Municipal Excess Liability Fund to which the Town belongs. Fairview Insurance Agency has a vast knowledge of these Joint Insurance Funds and we have years of experience working with various Joint Insurance Funds as well as standard insurance carriers.

Fairview Insurance Agency Associates, Inc. ("Fairview Insurance") is pleased to have the opportunity to submit information regarding our firm and the superior Property, Casualty and Workers Compensation insurance services that we can continue to provide to the Town of Secaucus. Our highly trained and professional staff has a deep understanding of the complex insurance needs of public entities in the State of New Jersey, and has decades of experience insuring clients in both the public and private sector. Our firm's risk management division currently manages the insurance for client property valued at more than \$6 Billion. In addition, our clients have over \$1.2 Billion in payroll, and we manage workers compensation insurance for over 12,000 client employees.

For the Town of Secaucus's 2016 insurance renewal, Fairview Insurance Agency was able to secure a savings over 2015 of \$131,985 in assessment. We were able to achieve this savings by competitively marketing the Town's insurance to other insurance options, including other JIF's. Once the Town's current JIF was made aware of the competitive options that Fairview Insurance Agency was able to secure, the current JIF reduced their original assessment offering to a more competitive price, which led to the savings over 2015. The 2017 renewal was also offered at a lower premium than 2015. There was a minimal increase over the 2016 assessment, but this was due to an increase in payroll and a significant increase in property values. The 2018 renewal came in with a minimal increase from 2016 to \$1,072,103 which is still over \$80,000 less than the Town paid in premium in 2013.



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Fairview Insurance Agency Associates, Inc. is a full-service independent insurance agency that provides customized insurance plans, broker services, risk management services, and employee benefits for individuals, companies and public entities. Our longevity, depth of experience and reputation for friendly, personal service has contributed to the position we hold today as one of the leading independent insurance agencies in the mid-Atlantic.

The agency was founded in 1970 and has offices in Verona and Cherry Hill, New Jersey. With more than 30 licenses, we offer services to clients in New Jersey, Pennsylvania and New York, as well as nationally through our specialty insurance programs for hard-to-place risks.

Fairview Insurance Agency Associates, Inc. is a family-owned and operated firm. Fairview is able to deliver the services of a national-caliber company along with the personality of a Main Street Business.

One of our firm's specialties is Public Sector Property and Casualty insurance programs. We take pride in our extensive knowledge of the public sector's Insurance needs and requirements. Our public entity risk management experience dates back for more than thirty five years.

Some of our most recent notable achievements are listed below. More detailed information on our firm's experience and success is documented throughout this Qualification Statement.

RECENT NOTABLE ACHIEVEMENTS:

- As Risk Manager for the Jersey City Board of Education, our staff conducted an extensive TPA/Managed Care Network review and negotiated a TPA/Managed Care solution that saved the District \$2,428,409 in a single year.
- As Broker of Record for the Township of Parsippany-Troy Hills, Fairview Insurance secured several competitive quotes and achieved a \$412,000 premium savings for the Township in our first year as Broker. Fairview's implementation of aggressive risk management safety and employee wellness programs have also resulted in additional workers compensation variable cost savings in excess of \$950,000.
- As Broker of Record for the Township of Bloomfield, our firm implemented a loss control/safety program with Township employees that decreased the Township's costs. Our program created a safety committee structure and implemented guidelines for in-house Township safety meetings (i.e. auto fleet safety, defensive driving, etc.). In 2013,



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Fairview Insurance assisted the Township with the replacement of their Third Party Administrator and Managed Care Organization for Workers Compensation claims. The change resulted in a savings of \$5,044,234 since 2012.

- Upon being named Risk Manager for the Borough of Caldwell our staff initiated a competitive bidding process that resulted in a \$50,000 annual savings, while significantly increasing the safety control and awareness for all departments and department heads.
- After being named Broker of Record for the Borough of Roselle, we identified four Public Official claims that were originally denied due to late reporting. Through negotiations and leveraging our experience, we convinced the insurance company to rescind the claims declinations. This resulted in a savings of legal fees and settlement costs of over \$150,000.
- Fairview Insurance saved the Jersey City Board of Education \$92,626 by reversing an insurance carrier flood claim denial that was based on an incorrect flood zone determination done by the carrier.

An important part of our services includes financial analysis and advice regarding risk minimization. We evaluate risks by analyzing current portfolios to ensure that proper insurance limits and coverages are in place. Our risk evaluation capabilities make it possible for our firm to provide premium projections significantly faster than the average insurance agency. This reduces lead-time and facilitates your planning process.

We also help our clients identify and reduce risk exposure. For example, our staff will review the Town's safety records and Town compliance with PEOSHA regulations. Our extensive expertise will help you address any loss control issues and help reduce your insurance costs.

Additional services we provide are as follows:

- Claims and Loss Experience Analysis
- Competitive Bid Obtainment
- Strategic Cost Containment
- Communication of Market Trends
- Availability to attend any JIF or Insurance Carrier meetings on the Town's behalf



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As part of any Quotation submitted, please provide the following information:

- a) **Name and roles of the individuals who will perform the tasks and descriptions of their education and experience similar to the services contained herein. All employment shall be in compliance with all federal and state regulations and statutes.**

Our service model is to provide exceptional service both quickly and accurately and our service is unparalleled in the industry. Fairview Insurance prides ourselves in managing all aspects of the Property & Casualty Insurance. This includes all coverages that are within the Joint Insurance Fund and all related coverages that must be placed outside of the Joint Insurance Fund. Additionally, we are the primary point of contact for insurance inquiries, claims reviews, and safety trainings to reduce the frequency of workplace accidents and claims related to the Town. While other agencies direct clients and members to contact the carrier first, we advise all to contact us first so that we may effectively resolve any issue before it becomes escalated to minimize the impact to the Town. We provide a myriad of services to all our clients, and are as involved as our clients prefer. All of our staff that will be managing the Risk Management servicing needs is located at our Verona office.

We structure our department, and agency as a whole, in a way that allows us to provide complete service and management for our clients' Property and Casualty programs. We provide a team of knowledgeable and capable staff, each with specific expertise.

Lawrence Graham, CIC, (Supervising Risk Management Consultant)

Vice President

Fairview Insurance Agency Associates, Inc.

25 Fairview Avenue

Verona, NJ 07044

Tel: 973-857-0870 ext.1151

Toll Free: 800-372-2558

Fax: 973-857-9131

Email: lgraham@fairviewinsurance.com

Larry is responsible for risk management services for numerous public sector accounts. He also oversees Fairview's risk management operations for public sector accounts daily. Larry coordinates each team that will be servicing Fairview Insurance's public sector clientele. Larry will serve as the senior management team's primary point of



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contact for the Town and will assist with account renewal, risk management analysis, loss control coordination, and insurance carrier relations. Larry will also be the lead on any contract review desired by the Town. Larry has over thirty five years of experience in the industry.

Zach Edelman, CRM (Risk Management Consultant)

Director of Risk Management

Email: zedelman@fairviewinsurance.com

Zach works with Larry on numerous public sector accounts. He is responsible for visits with the clients, loss control and claim management assistance to assure client profitability and appropriate insurance analysis. Zach will assist Larry. He will help coordinate the various servicing needs of the Town, focusing on identifying training needs for the Town and working with the JIF safety consultant to complete the training. Zach will also assist Larry in contract review, if desired by the Town. Zach has been with Fairview for fifteen years.

Tom FitzPatrick, (Risk Management Consultant)

Executive Sales

Email: tfitzpatrick@fairviewinsurance.com

Tom works with Larry and Zach on several public sector accounts. Tom is responsible for visits with clients, loss control and claims management assistance to assure client profitability and appropriate insurance analysis. Tom also specializes in workplace safety, claims management, and premium stabilization. Tom will be the main point of contact for any claims inquiries or issues. Tom will assist Larry, and Zach as necessary to ensure the Town's insurance program is running smoothly. Tom will assist Larry and Zach with the contract review as well if desired by the Town. Tom has been with Fairview for eleven years.

Joseph G. DiVincenzo, Property & Casualty Consultant

Joseph works with Larry, Zach, and Tom on a number of public sector accounts. He is responsible for visits with clients, safety coordination, and wellness program coordination for clients that choose to utilize this service. Joseph will also be responsible to coordinate and set up safety committee meetings for the Town and to attend the meetings. Joseph will also be responsible for monitoring claims on a monthly basis to identify any trends and recommend training in these areas.



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Danielle Voda, CIC, CPIA, Senior Account Executive

Email: dvoda@fairviewinsurance.com

Danielle is responsible for handling day-to-day account responsibilities such as coverage questions, endorsement processing, policy review, certificate analysis and general account management tasks. Danielle will serve as the main account service representative for the Town. Danielle's hands-on approach to account management ensures that all clients receive the highest caliber of client service. Danielle has been with Fairview for over ten years.

Teresa Sulsona, CISR, CPSR, CPIA, Property & Casualty Lines Manager

Teresa is responsible for underwriting of new and renewal Public Sector business. Teresa is responsible for the oversight of all public sector accounts. She will make sure all needs are met by the CSR staff. Teresa will handle client's inquiries regarding insurance coverage and will manage Fairview's staff on a daily basis to assure that the customers' needs are met. Teresa has over thirty years of experience in the industry.

Anne Campagna, Account Manager

Anne is responsible for providing high quality client service which includes marketing, assistance with routine coverage questions, endorsement processing, certificate of insurance coordination, problem solving, billing and policy review. Anne will serve as a secondary customer service representative for the Town. Anne has over 20 years of experience in the insurance industry.

b) Availability to accommodate scheduled meetings, sessions or other in person requirements for the service.

Fairview Insurance Agency will always have a representative available to accommodate scheduled meetings, sessions or other in person requirements as the risk management consultant. The Town will have the entire team mentioned in the previous question working on the account, and we work as a team for the exact reason of always having someone available at a moment's notice for the Town.



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c) Confirmation of appropriate federal and state licenses to perform activities.

Fairview Insurance Agency confirms that our agency and all staff possess the appropriate federal and state licenses to perform the required risk management activities. Please refer to Tab #2 for agency license and staff licenses and resumes.

d) References and record of success of same or similar service, including but not limited to, each public entity that the Risk Management Consultant has performed work, or provided services for, in the past three (3) years.

Fairview Insurance Agency Associates, Inc. brings a wealth of knowledge and over thirty five years of experience to the field of public sector Risk Management and Insurance Broker Services. The following are examples of some of our success throughout the years.

5/2013 – Present: City of Passaic – Risk Manager/Insurance Broker

Fairview Insurance has had the pleasure of being the Risk Management Consultant/Insurance Broker for the City of Passaic 2013. In 2014, we recommended the City move its insurance program to a Joint Insurance Fund. At that time, we were able to save the City over \$315,000 annually in insurance premium with the move into a Joint Insurance Fund. To date, the City of Passaic has saved an accumulated total of over \$1.8 million in insurance premium since the City has been insured with the Joint Insurance Fund program since 2014. The added benefit of this move aside from the large premium savings was the significant addition of more safety trainings and services that are offered by the Joint Insurance Fund. The City of Passaic has been able to take advantage of these safety trainings at no additional cost on a monthly basis. These trainings include topics for all departments and have been customized for the City's specific needs. Even with this reduction in premium there was an increase in limits of liability insurance from \$11,000,000 to \$15,000,000 which further protects the City. The City has had a very positive experience with the Joint Insurance Fund and has been able to keep insurance costs stabilized. Fairview Insurance also places insurance for some aspects of the City's operations outside of the joint insurance fund. The Passaic Alliance is insured outside of the JIF as well as underground storage tanks that Fairview obtained quotes for outside of the JIF. Fairview Insurance monitors these policies and solicits competitive proposals for these as well to keep insurance costs stabilized.



Town of Secaucus Quotation Information For: Risk Management Services

From a day to day standpoint during our service since 2013, Fairview Insurance has processed numerous certificates of insurance and recommended changes and additions on some contracts to better protect the City. We have also processed numerous vehicle changes and property changes. Fairview Insurance worked with the City to schedule the City's traffic lights and parking meters with the JIF as well as new parks and equipment throughout the City's parks.

Fairview Insurance has maintained a close partnership with the City working on the insurance program. We regularly attend the monthly JIF meetings, which the City's Business Administrator chairs. We also attend the City's monthly Self Insurance Committee meetings and monthly Safety Committee meetings to offer insight and feedback on any current situations within the City's insurance program, whether it is regarding a claim or any other facet of the program. We also monitor all the claims that the City submits so that we can help with any issue that may arise. Two instances where we were able to assist the City with claims were with vandalism in a City park and with a foreclosed property. Initially the claims were denied, but with our assistance they were covered.

The following are just some of the services provided to the City by Fairview Insurance:

- Deductible analysis with recommendations based on losses
- The City has also been able to keep up to date with PEOSHA standards in the workplace
- Facility walkthroughs with JIF representatives and the Fairview Insurance team
- Reduction of Liability away from the City through Contract Liability Transfer
- Review of Certificates of Insurance received by the City by outside vendors
- Review of all City owned property for flood zone indications
- Review of all insurance policies for any gaps in coverage
- Placed Cyber Liability coverage for the City (now available through the JIF)
- Received multiple competitive quotes for the City's insurance renewal
- Clarified all named insured's to be added to the City's insurance policies
- Placed general liability insurance for Passaic Alliance in the JIF while keeping the professional liability policy separate which saved the City premium
- Reviewing Accident coverage for City recreation participants and adding covered events as necessary



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Risk Management Services

- Assistance with renewal applications and updating property, vehicle, and equipment schedules
- Assistance with coordinating training for employees

2002 – December 2019: Township of Bloomfield - Risk Management Consultant

Fairview Insurance has had the pleasure of working with the Township for several years now. In 2012, we were able to move the Township into the Garden State Municipal Joint Insurance Fund for a savings while providing better coverage. The GSMJIF Assessment for 2012 was \$623,817 versus that of the Suburban Essex JIF renewal price of a minimum of \$651,790 and a max of \$728,000. This move also benefited the Township by lowering deductibles and self-insured retentions. The General Liability self-insured retention was lowered from \$150,000 to \$100,000 per claim. The Property insurance deductible was lowered from \$2,500 to \$1,000 per occurrence. The Auto Physical Damage, Comprehensive and Collision deductibles were all lowered from \$2,500 to \$1,000.

In 2013, Fairview Insurance assisted the Township in replacing their Third Party Administrator and Managed Care Organization for Workers Compensation claims effective 1/1/2013. The result of this change for 2013 was a savings of \$1,012,195 on claims paid by the Township's funds. The positive results for the Township since the switch account for a cumulative savings over 2012 of \$5,044,234. These are highly significant savings that have been generated by the recommendations of Fairview Insurance.

Additionally, Fairview Insurance established a Risk Management Safety Program coordinating with Anthony Nesto and Samantha DePalma with special emphasis on Workers' Compensation Safety. Patterns of claims were identified, and trainings were recommended and implemented within the Township. Working closely with the department heads, Fairview and the Township of Bloomfield were able to reduce the Township's Workers' Compensation claims which resulted in premium reductions.

Fairview Insurance coordinates with the Township to take advantage of all the safety and training programs that are available through the JIF/Insurance Carrier. An example is how the Township was able to receive a special Employee Liability training session arranged specifically for the Township at the expense of the JIF.



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Many other safety programs were provided at the Township's locations for safety training of various departments. These safety training sessions saved employee travel time, prevented injuries, and ultimately reduced the Township's claim payments.

July 2019 – Present: City of Trenton – Property & Casualty Insurance Broker

Fairview Insurance Agency was recently appointed as the Property & Casualty Insurance Broker/Risk Management Consultant for the City of Trenton. Upon being appointed, we were able to secure renewals of the City's insurance for a savings over the prior year through carrier negotiations. We also secured various quotes for the City for increased limits of insurance based on our review of the City's insurance program. In our short time working with the City, we have been able to assist the City in streamlining their claims process to ensure proper and timely reporting of all claims. We have also worked with the City on coverage questions as well as things like vehicle additions and deletions, making sure the City has enough auto identification cards, processing certificates of insurance along with other daily tasks. Fairview Insurance also attends the City's safety committee meetings and works with the internal risk manager on various topics for the City.

January 2019 – Present: County of Passaic – Property & Cyber Liability Broker

Fairview Insurance Agency has been working with the County of Passaic this past year on their property insurance and more recently their cyber liability insurance. For the County's property renewal in January, we were able to secure the County a savings while increasing coverage by moving the County's insurance to a different insurance provider. More recently, we worked with the County on placing cyber liability coverage. The County understands that this type of insurance is increasingly becoming more important as the incidents of cyber attacks on public agencies continues to increase. Fairview Insurance Agency was able to secure multiple quotes on cyber liability insurance for the County from multiple carriers, including varying levels of coverage and deductibles. We advised the County on the levels of coverage provided by each carrier and the County ultimately decided to purchase the recommended policy.

2015 – Present: Passaic Valley Sewerage Commission – Property and Casualty Insurance Broker

Fairview Insurance Agency has had the pleasure of working with the Passaic Valley Sewerage Commission since 2015. Since our appointment with PVSC, we have assisted with numerous items, including the renewal of all property and casualty lines of insurance each year. When first appointed as insurance broker, we met with PVSC and went through some initial risk management recommendations such as a review of



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insurance requirements in bid specifications for vendors. We have also reviewed certificates of insurance received from vendors to assure that the coverage provided matches the requirements in the specifications. We have received multiple quotes of insurance for various lines of coverage to ensure that PVSC is getting the highest level of coverage for the best possible premium. We also work with PVSC on claims and have worked with the legal department on claim denials, coverage questions, and other items such as defense panel choices on the insurance policies. We have also assisted in the coordination of insurance carrier property inspections. PVSC has numerous flood insurance policies to protect buildings in high hazard flood zones, so each year we run flood zone determinations to make sure that all buildings have adequate insurance coverage based on FEMA flood map updates as they have been changing in recent years. We also process numerous certificates of insurance for PVSC.

2001 – 2012: North Jersey Water District Supply Commission – Risk Manager

During our time as Risk Manager, Fairview Insurance worked closely with the insurance carriers, including Travelers and other carriers still utilized today by North Jersey District Water Supply Commission to develop balanced insurance solutions and create effective plans tailored to the Commission's unique insurance needs. Fairview Insurance consistently analyzed the Commission's insurance policies to enhance their coverage and reduce cost.

Fairview Insurance performed numerous contract reviews, organized multiple meetings with the insurance carriers to review exposures, developed a service plan to assist with reducing accidents and injuries, and provided risk control management services. Fairview Insurance also made sure the Commission was up to date and aware of all new insurance vehicles and coverage enhancements. Fairview Insurance made the Commission aware of Cyber Liability Coverage, which was a brand-new type of coverage in the industry. We pointed out how important this type of coverage is for the Water Commission.

The North Jersey District Water Supply Commission has unique exposures such as dams, and while Fairview Insurance was the Insurance Broker, we reviewed the Army Corps of Engineers reports on the condition of the dams in order to help place the appropriate insurance for them. This included coverage for the Monksville dam among others. Terrorism coverage is also important due to these unique exposures.

We also set up the appropriate coverage for the Wanaque South Joint Venture. This required additional coverage separate from the coverage for North Jersey District Water



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Supply Commission. Fairview Insurance also made sure that the appropriate and necessary additional named insureds were on each insurance policy.

June 2014 – Current: City of East Orange – Risk Manager/Insurance Broker

Fairview Insurance Agency has been the Risk Manager/Insurance Broker for the City of East Orange since June of 2014. As soon as we began working with the City, we marketed the insurance to various joint insurance funds and private insurance markets. We were able to insure the City with a newly formed joint insurance fund at a significant savings in premium as well as other benefits such as lower self-insured retentions. Fairview Insurance helped the City set up an active safety committee. We also attend the monthly safety meetings where we review claims and recommend trainings to reduce the frequency and severity of claims that occur. Since Fairview became risk manager for the City, the City has been receiving more safety training than ever before. This training has helped the City reduce claims while promoting a safe work environment for all employees. Fairview Insurance was also able to save the City over \$100,000 in premium on the Public Official Liability policy by obtaining competitive quotes and moving this policy to a new carrier. After good experience with the new POL/EPLI carrier, we were then able to include this coverage in the JIF program for the City at a savings. Fairview Insurance was also able to assist the City in the RFP process for a new third party administrator. We gave the City parameters for each third party administrator to meet if they wanted to work with the City in order to help save the City money with this necessary vendor. We analyzed the submissions with the City and showed a significant savings to the City by making the third party administrators adhere to a specific set of guidelines as to how they could charge their fees. We continually work with the City on schedule updates for properties, vehicles and equipment. We also work regularly with the City on certificates of insurance as well as claims.

January 2012 – Present: Township of Old Bridge – Risk Manager

As Risk Manager for Old Bridge Township, Fairview Insurance Agency has offered a complex analysis of the Township's insurance program, along with daily insurance maintenance and answers to inquiries. The following are some of the services that we have provided to the Township throughout our tenure as Risk Management Consultant:

In the past few years we have been able to assist the Township in stabilizing the fixed insurance costs and Fairview Insurance helped the Township achieve a substantial savings by moving to a small workers compensation self-insured retention versus first dollar coverage. While making this move, we have also been active with the Township's



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safety committee to focus on keeping workers compensation claims to a minimum in order to maximize the savings to the Township.

Fairview Insurance Agency has been able to help the Township of Old Bridge realize a significant savings in fixed costs and claims costs in the last four years. The savings we were able to help the Township achieve for 2015, 2016, 2017 and 2018 so far combined over the 2014 Fund year is over \$1 million.

Additionally, with the Township's move into the new Joint Insurance Fund in 2016, Fairview Insurance can coordinate all safety training to be completed at the Township of Old Bridge for all employees rather than sending employees to various locations throughout the State. Fairview Insurance is currently working on the 2019 safety training schedule with the Township's safety coordinator and the risk control representative from the JIF.

- Over the past four years, Fairview Insurance Agency has been monitoring claims, specifically Workers Compensation claims, closely to identify any patterns or issues that should be addressed to minimize the Township's exposure to the \$25K SIR for workers compensation.
- We have attended monthly Safety Committee meetings and reviewed claims each month and ways to prevent or reduce specific types of claims.
- During our review of Workers Compensation Self-Insured Retention billing from the third party administrator, Fairview Insurance Agency noticed a duplicate billing and was able to save the Township \$15,000 by identifying the duplicate bill.
- During the renewal process for the 2015 term, Fairview Insurance completed an extensive analysis of Workers Compensation claims to determine if the Township would benefit from having a Self-Insured Retention versus a first dollar program.
- Based on our analysis, we determined that the Township could benefit from a \$25,000 Self-Insured Retention for Workers Compensation claims. Based on our analysis, the Township decided to move to this Retention.
- Fairview Insurance recommended for the 2015 term that the Township only renew with the Central Jersey JIF for one year, rather than a 3 year commitment. This gave the Township much more flexibility and choices in the following year.
- Fairview identified a Gap in insurance and recommended Accident Insurance for Recreation Activities. A policy was placed with QBE Insurance Corporation for the volunteer participants in the Township's Litter Clean-Up Program.



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- Fairview identified a Gap in Insurance that certain positions that are required to be bonded were not. As a result, Fairview Insurance facilitated a Bond for the Township's Finance Director/CFO.
- Fairview introduced CAIR (Customer Abstract Information Retrieval), a program offered by the Motor Vehicle Commission that provides driver history abstracts (MVR's), ownership history and registration/title inquiries. Fairview recommended the use of this tool to the Township. For a flat annual fee, up to 5,000 reports can be run.
- Fairview provided guidance and recommendation of FEMA assistance Vendor to have Old Bridge reimbursed for Hurricane Sandy.
- In 2013, Fairview prepared a detailed explanation of various SIR levels for workers compensation. Options were laid out to the Township to increase the Self Insured retention for premium reduction. At the time of the presentation the Township wanted to stay as is.
- Fairview reviewed and made recommendations of coverage for vendor Certificates of Insurance.
- We recommended a review of the Property Schedule to confirm that all buildings were scheduled and that both Building Limits and Contents Limits were sufficient. We also recommended review of the current property schedule to add as many addresses to locations on the schedule as possible.
- Fairview Insurance advised the Township of the JIF's classification of Quasi Municipalities. It was confirmed that the Township does not currently have any quasi municipalities.
- Fairview reviewed the Tort Claims Reporting Procedure and recommended the use of a revised Notice of Tort Claim Form.
- Fairview did an overall review to ensure the Renewal Applications were completed thoroughly and appropriately based on the Township's exposures. The Vehicle Schedule was updated to include Cost Valuations, Vehicle Deletions, and the addition of 42 vehicles which were not included on the Township's schedule when we took over as risk manager. The Equipment Schedule was also updated, and several pieces of equipment were added in addition to over \$400,000 in police equipment; items that were not previously included.
- Fairview staff provides daily assistance with coverage inquiries, endorsements and certificate requests.



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April 2012 – Current: Jersey City Board of Education – Risk Manager/Insurance Broker
Jersey City Board of Education - TPA/Managed Care Network Monitoring and Consulting
for Workers Compensation Program:

Through Fairview Insurance's TPA/Managed Care Network Monitoring and Consulting services, we negotiated and recommended a TPA/Managed Care solution that saved the District \$2,428,409 in a single year. We achieved this savings by implementing the following action plan:

- Initiated the RFP process for TPA and Managed Care Services
- Reviewed seven proposals and drafted a comparison spreadsheet that documented each respondent's definition of percentage of savings and flat fees
- Redefined how respondents could receive fees based on percentage of savings
- Further negotiated respondents' proposed percentage of savings fees.

Risk Manager/Insurance Broker Services Provided:

Fairview Insurance, upon being named broker of record for property and casualty insurance, immediately began to remarket all lines of insurance on behalf of the Board of Education. Fairview marketed the program to two different joint insurance funds and eighteen different private insurance carriers to explore all options available to the Board for the most cost effective and best coverage available. We significantly reduced the Board's costs through our extensive marketing efforts. In addition, Fairview secured placement for multiple flood insurance policies at locations that would not have otherwise had coverage for flood damages.

Fairview Insurance saved the Board of Education \$92,626 by reversing a flood claim denial that was based on an insurance carrier's incorrect flood zone determination. Further, Fairview identified potential gaps in coverage by uncovering several claims that the previous insurance broker failed to report to excess insurance carriers. Fairview immediately reported these claims.

Fairview met with the Administration to review certificate of insurance procedures. We issued guidelines for certificates that the Board's previous broker failed to provide, and these guidelines are now used in every Jersey City Board of Education RFQ. To date we have reviewed and approved 24 new certificates of insurance provided by vendors to the Board.



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Fairview Insurance replaced all Board of Education Bond needs for half the price of previous years. We have also provided end of year and mid-year quotes for different lines of insurance to keep the Board aware of current market trends.

June 2015 – July 2019: Toms River Regional Schools – Insurance Broker/Risk Manager

Fairview Insurance worked closely with the District on their insurance program. Our office provided numerous certificates of insurance, complete contract reviews for insurance compliance, review vendor contracts, assist in the claims process, and various other services to the District. Fairview's risk management team also attended regular safety committee meetings as well as insurance committee meetings with Board members that are held quarterly. We also worked with the business administrator on solicitations for actuarial and third party administrator services. We worked with the District on managing safety including training for employees that focused on the loss history to prevent similar claims from occurring in the future.

2014 – Present: Township of Union Board of Education – Risk Manager

In our time as Risk Manager with the District, we have worked closely with the District administration on several items; improving the overall insurance program. Fairview Insurance now reports all claims other than workers compensation to the appropriate insurance carriers to streamline the process for the District. This removes multiple steps for the District. Fairview Insurance set up standard vendor insurance requirements for the purchasing department to better protect the District. Our team also reviews certificates of insurance to ensure they match the required specifications. Fairview Insurance recommended changes to the Student Accident insurance carrier and the School Leaders Errors and Omissions insurance carrier. We also market the entire insurance program on a regular basis to ensure the best possible pricing and coverage for the District's overall insurance program.

2015 – Present: Brick Township Municipal Utilities Authority – Risk Manager

Fairview Insurance attends all JIF meetings to represent the interest of the Authority. We identified certain MUA properties that are in high hazard flood zones that do not have flood insurance. We are working with the MUA and the National Flood Insurance Program on obtaining quotes. We also identified inaccuracies in the MUA's property schedule on file with the Joint Insurance Fund. The MUA had given the previous risk manager changes to the property schedule to submit which was never done. Fairview Insurance input all the property changes into the JIF website to ensure that the MUA's property is now insured accurately. Fairview Insurance has also obtained numerous



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certificates of insurance for the MUA, while reviewing and making recommendations on certificates the MUA has received from vendors. The Brick MUA received an increase in the dividend received by the JIF this past year due to improvements in the insurance program. Fairview also works closely with the MUA on claims matters in conjunction with the TPA to ensure that all claims are handled properly. Fairview Insurance also identified an exposure for the MUA that was not covered by the JIF and we placed coverage for this professional exposure outside of the JIF.

2007 – Present: Western Monmouth Utilities Authority – Risk Manager

Fairview Insurance established guidelines for a Safety Program with the MUA. Fairview also reviews claims with administration to prevent reoccurrence. Coverages have been increased while costs have been stabilized. Fairview Insurance assists with contract and certificate of insurance review to ensure adequate protection of the MUA from vendors. Fairview Insurance assists in coordinating available safety programs from the New Jersey Municipal Utilities Authority JIF to further employee safety awareness. This safety training helps to reduce overall claims. During our tenure, the Western Monmouth Utilities Authority received a perfect 10 score for the NJMUA JIF Safety Incentive Award. It is important to note that the Western Monmouth Utilities Authority was one of only eight authorities out of 96 to receive this distinct honor. Western Monmouth Utilities Authority was also honored as the first member of the JIF to become Sharp Certified.

8/2011 – Dec. 2017: Township of Parsippany-Troy Hills – Risk Manager

Fairview Insurance assisted the Township in collecting and formulating information for an RFP to obtain competitive insurance bids from the insurance market. Fairview Insurance secured several competitive quotes and was able to achieve an annual savings of \$412,000 for the Township of Parsippany – Troy Hills.

Fairview Insurance performed a comprehensive review of all policies in place. Upon review, Fairview found multiple discrepancies within the policies. One major discrepancy was \$1.4 million of mobile equipment being listed as automobiles on the policy. Fairview also reviewed all township buildings for flood zone status (Buildings wholly or partially in flood zones "A through E" require specific coverages from the National Flood Insurance Program).

As a part of Fairview's services, we reviewed Township loss experience and recommended implementation of certain safety measures to reduce claim frequency



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and severity. This led to significant reductions in the loss experience which will ultimately reduce the Township's premiums for years to come.

Fairview's implementation of aggressive risk management safety and employee wellness programs have resulted in additional workers compensation variable cost savings in excess of \$950,000.

2008 – 2012: Bloomfield Board of Education - Risk Manager

Fairview Insurance established guidelines and assisted in the implementation of a Safety Program to reduce claims which lead to premium reduction and stabilization. Fairview organized a routine review of claims with administration to increase safety and reduce frequency of accidents. We transferred the administrative insurance burden from the School District to Fairview Insurance. Fairview Insurance attended Joint Insurance Fund Meetings as the Board of Education's representative. Fairview Insurance then advised the Board of Education of any updates and changes in the insurance industry and how they relate to the entity.

1999 – 2009: Clark Board of Education – Risk Manager

As Risk Manager, Fairview reduced premiums overall by \$1 million. Fairview coordinated a Safety Program with the School Safety Department and the Insurance Carrier. We reviewed premium audits which saved an additional \$42,000. As a part of the new Safety Program, Fairview also helped set up playground inspections.

2007-2010: Roselle Board of Education – Risk Manager

As Risk Manager, Fairview Insurance reduced premiums for three consecutive years for a savings of \$122,000. This savings was achieved while significantly increasing coverages. The coverage increases were as follows:

- The property values were increased from \$64 Million to \$81 Million.
- School Board Leaders Liability coverage increased from \$5 Million to \$16 Million.
- General Liability coverage was increased from \$1 Million to \$16 Million.
- Student Accident Liability coverage increased from \$1 Million to \$16 Million.

Fairview Insurance reviewed premium audits for additional savings. Fairview also formalized safety programs in the district and set up playground safety inspections to meet state safety codes.



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2004 – Present: Livingston Township - Risk Management Consultant

Fairview Insurance established a Risk Management Safety Program with emphasis on Automobile Liability. We coordinated a computer sign-up which allows the Township to check Motor Vehicle Reports free of charge with the State of New Jersey. We enabled the Township to leverage the Joint Insurance Fund's outside Loss Control Division to inspect all premises for auto fleet maintenance, proper valuation, and loss prevention. Fairview also provided an outline for the Township Safety Committee to conduct bi-monthly safety meetings.

Fairview Insurance established a workers compensation claim reporting procedure to handle first reports for the Township which helps to mitigate fees and provide a prompt return to work program. We reviewed and updated Township entities, recommended loss control techniques, and analyzed exposures such as FEMA flood coverages. This enabled the Township to properly cover properties that are in high hazard flood zones. Fairview Insurance provides the Township with alternative insurance market quotations in order to ensure the most cost-effective insurance program.

2007 – 2010: Borough of Roselle – Risk Manager

Fairview Insurance achieved significant financial reductions for the Workers' Compensation line of insurance. Fairview Insurance did an overall analysis of areas relating to workers compensation including the legitimacy of workers compensation claims, employee workplace safety awareness, physician networks, and accident investigations. Fairview Insurance recommended a Workers' Compensation Project Plan that was approved and implemented. Annual savings of Workers' Compensation premiums of over \$75,000 were achieved. Over \$30,000 of past billing mistakes were uncovered and safety was at its highest level in years.

Fairview Insurance identified four Public Official claims that were originally denied due to late reporting. Through negotiation and leverage of experience, we were able to have the insurance company rescind the declination of the claims. This resulted in a saving of legal fees and settlement costs of over \$150,000.

2010: City of Atlantic City – Consulting Services

Fairview Insurance provided insurance consulting services in efforts to streamline administrative procedures and reduce premiums. An RFQ was conducted with a total evaluation of all insurance policies, insurance related vendors and services. Evaluation was based on the following criteria:



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- **Risk Management and Loss Control Services:** This analysis was used to eliminate/reduce claims by classifying exposures and designing training, such as the Return to Work Program. City Safety Committees implemented the trainings.
- **Negotiation of Third Party Administration/Managed Care Services:**
 - We implemented an effective use of medical network.
 - Fairview Insurance negotiated Medical Re-Pricing Discounts.
 - We also provided accurate claim information as well as reconciliation reports with the City finance department for monthly claim payments.
- **Reduction of Fixed Administrative Costs:** As a Consultant, Fairview reduced fixed administrative costs upfront by \$247,000 with the possibility of up to an additional \$1,000,000 of savings based on Risk Management Recommendations.

1994 – 2008: Cherry Hill Township – Risk Manager

Fairview Insurance reduced premiums overall by \$2.8 million. Fairview established a safety and risk management committee that led to favorable loss experience and increased employee safety which helped the Township finish 2nd among 42 municipalities for overall safety awards for 2006 & 2007.

2008 - Present: Borough of Caldwell – Risk Manager

Fairview Insurance went out to bid utilizing multiple insurance vehicles and obtained multiple quotes. This resulted in an annual savings of over \$50,000 and significantly increased the safety services and controls for all departments. Previously, the annual assessments were increasing an average of 8% per year. After the change in Joint Insurance Funds, the average increase was reduced to 3%. After selecting Fairview Insurance, the Borough of Caldwell was paying less in 2010 than they were paying in 2006.

Fairview recommended that the Borough police force become certified with an accredited Police Program to review, update, and implement policies and procedures within the police force. This program will allow the police force to be able to accomplish more with less and reduce both Workers' Compensation and General Liability claims, which leads to a decrease in premiums.



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1998 – Present: Township of West Orange – Risk Management Consultant

Fairview Insurance examined policies from a coverage and pricing standpoint. Gaps in coverage were identified and placement into a different Joint Insurance Fund was recommended. Negotiations on behalf of the Township were completed which resulted in an increase in coverage and a reduction in premiums. Quarterly safety committee meetings are now done on an ongoing basis to maintain a heightened level of workplace safety awareness.

2006 – 2009: Township of Pemberton – Risk Manager

Fairview Insurance attended Safety and JIF Meetings. We reviewed coverages and exposures and established formalized procedures for a Safety Committee.

2006 – 2011: Borough of Highland Park – Risk Manager

Fairview Insurance negotiated compliance of Loss Control recommendations, attended JIF meetings, and set up a Safety Program to comply with JIF regulations.

January 2014 – December 2016: City of Millville – Risk Manager/Insurance Broker

Fairview Insurance accomplished the following with the City:

- Since Fairview Insurance Agency became the City's Risk Management Consultant, the JIF assessment has had a net savings of \$255,200 for the renewal years of 2016 and 2017 combined compared to the 2015 Fund year. These were the first reductions of the City's Atlantic County Municipal Joint Insurance Fund assessment since 2009.
- Fairview Insurance attended all scheduled Atlantic County Municipal Joint Insurance Fund meetings.
- Fairview Insurance attended monthly Safety Committee meetings at the City of Millville.
- Fairview Insurance reviewed all outside vendors certificates of insurance to verify that they comply with insurance requirements specified in the City contracts to transfer the risk of loss.
- Fairview Insurance assisted in gathering all renewal application information (verifying and entering all data into the Atlantic County Municipal Joint Insurance Fund online system).

1997 – 2015: Borough of New Providence – Insurance Broker

Fairview Insurance Agency accomplished the following with the Borough:



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- Stabilization of the Borough's insurance costs. The Borough's renewal pricing for 2016 was \$527,428 compared to \$516,687 in 2015. This total premium for 2016 includes coverage for the NPSM Consolidated Communications which will pay \$34,996 of the overall assessment, which means that the assessment for the Borough of New Providence in 2016 is \$492,432 representing a savings over the previous year.
- Increased on-site safety training has resulted in achieving a more favorable claims experience for the Borough.

Fairview Insurance Agency Associates, Inc. was the Insurance Broker for the Borough of New Providence for fifteen years. We consistently focused on safety claims management and reducing or keeping premium increases to a minimum. In the 2009-10 renewal process, we achieved an overall premium reduction. In the 2010-11 renewal process there were several workers compensation claims that would have led to almost doubling the premium, however thanks to Fairview remarketing the workers compensation to multiple markets; we obtained no increase in premium. We also attained a premium reduction on the rest of the package. In the 2011-12 renewal process Fairview again achieved an overall account savings. We continuously remarketed the account to ensure that the Borough had the most comprehensive program for the most advantageous cost.

November 2011 –2014 & 2015- 2016: Hoboken Housing Authority – Risk Manager
Fairview Insurance Agency became Risk Manager for Hoboken Housing Authority shortly after Hurricane Irene. Fairview helped by facilitating payment between both the Authority's insurance carriers and FEMA.

Hurricane Sandy's effects on the Authority's various complexes were severe. The Fairview staff visited the Authority during the aftermath of Sandy, again facilitating emergency and clean-up procedures. In addition to aiding in ground efforts, Fairview ensured that the Authority received timely payments from both the insurance carriers and FEMA. Similar to Fairview's efforts after Irene, Fairview gathered and classified all the necessary documentation in order to get payment as quickly as possible from all possible opportunities (avenues included the Authority's 28 Flood Insurance policies, their coverage package with a Joint Insurance Fund and FEMA funding). Considering the large impact that Sandy had on the Authority, it was most important that the Authority receive prompt payment in order to return to normalcy for its residents.



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January 2008 – Present: Housing Authority of City of Passaic

Fairview Insurance identified a strong need for specific trainings. Wrongful termination, harassment and other EPLI claims are on the rise and the best way to control frequency and severity is proactive trainings. Fairview Insurance recommended and coordinated an all-day 3 session Employment Practices training. This included Employee Conduct, Conflict Resolution & Stress Management.

Separate underlying flood policies were secured to eliminate gaps of insurance between flood carriers. Additionally, with the FEMA Flood maps changes throughout the year, Fairview Insurance regularly looks for changes in flood zones to ensure coverage is current.

September 2012 – 2015: Bergen County Housing Authority

Fairview Insurance worked with the Housing Authority to ensure compliance of the Employee Handbook and Policies and Procedures Manual. This resulted in a reduction in deductibles of \$15,000 per claim. Additionally, Safety Trainings were established and implemented based on claims in the past 2 years. There was also damage from both Hurricane Irene and Hurricane Sandy in which Fairview was involved in expediting the claims reimbursement process. At the end of the contract Fairview Insurance we out to get competitive bids to keep insurance premiums down. As Risk Manager, Fairview Insurance attends JIF meetings as representative. We established guidelines for a Safety Program. Fairview also reviews claims with administration to prevent reoccurrence. Coverages have been increased while costs have been stabilized.

References – Partial Listing:

Client/Address	Lines of Coverage	Contact	Contact Phone Number
Township of Mine Hill 10 Baker Street, Mine Hill, NJ	Property & Casualty	Sam Morris Mayor	973-366-9031
Township of West Orange 66 Main Street, West Orange, NJ	Property & Casualty	Jack Sayers Business Administrator	973-325-4050
City of Passaic 330 Passaic Street, Passaic, NJ	Property & Casualty	Rick Fernandez Business Administrator	973-365-6330



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City of Trenton 319 East State Street, Trenton, NJ	Property & Casualty	Adam Cruz Business Administrator	609-989-3105
County of Passaic 401 Grand Street, Paterson, NJ	Property & Cyber Liability	J. Kevin McDuffie Assistant County Counsel	973-881-4466
Borough of Keyport 75 West Front Street, Keyport, NJ	Property & Casualty	Stephen Gallo Business Administrator	732-739-5122
Borough of Red Bank 90 Monmouth Street, Red Bank, NJ	Property & Casualty	Ziad Shehady Business Administrator	732-530-2740
Jersey City Board of Education 346 Claremont Ave, Jersey City, NJ	Property & Casualty	Regina Robinson Business Administrator	201-915-6279
City of East Orange 44 City Hall Plaza, East Orange, NJ	Property & Casualty	Solomon Steplight Business Administrator	973-266-5310
Township of Union Public Schools 2369 Morris Avenue, Union, NJ	Property & Casualty	Manuel E. Vieira Business Administrator	908-851-6419
City of Bayonne 630 Avenue C, Bayonne, NJ	Property & Casualty	Brian Dellabella Insurance Committee Secretary	201-858-6034
Woodland Park Board of Education 853 McBride Avenue, Woodland Park, NJ	Property & Casualty	Thomas DiFluri Business Administrator	973-317-7720
Brick Municipal Utilities Authority 1551 Highway 88 West, Brick, NJ	Property & Casualty	Gary Vaccaro Director – Compliance, Safety & GIS	732-701-4256
Township of Old Bridge One Old Bridge Plaza, Old Bridge, NJ	Property & Casualty	Himanshu Shah Business Administrator	732-721-5600
Passaic Valley Sewerage Commission 600 Wilson Avenue, Newark, NJ	Property & Casualty	Gregory A. Tramontozzi Executive Director	973-466-2915
Toms River Regional Schools 1144 Hooper Ave, Toms River, NJ	Property & Casualty	William Doering Business Administrator	732-505-5549
City of Bayonne Board of Education 669 Avenue A, Bayonne, NJ	Property & Casualty	Tom Fogu Acting Business Administrator	201-858-5560
Township of Livingston 357 S. Livingston Ave, Livingston, NJ	Property & Casualty	Russ Jones Asst. Business Administrator	973-535-7973
Borough of Caldwell One Provost Square, Caldwell, NJ	Property & Casualty	Lisa O'Neil Borough Deputy Clerk	973-466-4634



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e) Experience with and familiarity with the Town's needs and goals.

Fairview Insurance Associates understands that the Town of Secaucus wants to have the broadest coverage possible at the most competitive pricing. Through proper analysis of the loss history we will help determine the most appropriate retentions/deductibles. This can have a significant impact reducing Town expenditures.

Additionally, safety of the Town's employees is of the utmost importance. Frequent review of loss history and ensuring employees are properly trained will save the Town by proactively reducing claims. A concentration on safety and training is the best way to reduce claims, which in turn will help stabilize and reduce premiums, which is a goal for the Town.

As there has been a constant change in technologies, there is a need to constantly review and determine proper risk management techniques and insurance coverage.

The more recent coverage extensions that pertain to the Town include the area referred to as Cyber Liability. Cyber Liability insurance protects you when there is a breach of electronic information and that breach of security results in a claim for monetary damages.

There are additional Cyber coverage's such as computer fraud, also known as fraudulent funds/ wire transfer protection. There may also be a need for Computer vandalism coverage, as the Town is most likely reliant on this system.

In addition to the more standard lines of insurance we will review a checklist of items such as Terrorism coverage, Pollution protection, Employment Practices Liability, Earthquake, Flood, Crime, Equipment Breakdown, Law Enforcement, Green coverage's, etc.

We will also be available to assist and make recommendations in regard to the insurance provisions of the Town's contracts. The transfer of risk via contracts is a common occurrence and there is clearly a need to establish and monitor this process. The process should include obtaining current certificates of insurance and will confirm that these insurance requirements have been met.

Through a proper and well established risk management program, Fairview Insurance Agency Associates, Inc. will strive to ensure that the Town obtains the most competitive



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and comprehensive insurance program. That is the essential need of the Town, the most comprehensive insurance package for the best available price. That is what Fairview Insurance can continue to do for the Town of Secaucus.

f) Description of ability to provide the services in a timely fashion, including staffing, familiarity and location of key staff.

Our service model is to provide exceptional service both quickly and accurately and our service is unparalleled in the industry. Fairview Insurance prides ourselves in managing all aspects of the Property & Casualty Insurance. This includes all coverages that are within the Joint Insurance Fund and all related coverages that must be placed outside of the Joint Insurance Fund. Additionally, we are the primary point of contact for insurance inquiries, claims reviews, and safety trainings to reduce the frequency of workplace accidents and claims related to the Town. While other agencies direct clients and members to contact the carrier first, we advise all to contact us first so that we may effectively resolve any issue before it becomes escalated to minimize the impact to the Town. We provide a myriad of services to all our clients, and are as involved as our clients prefer. All of our staff that will be managing the Risk Management servicing needs is located at our Verona office.

We structure our department, and agency as a whole, in a way that allows us to provide complete service and management for our clients' Property and Casualty programs. We provide a team of knowledgeable and capable staff, each with specific expertise.

Lawrence Graham, CIC, (Supervising Risk Management Consultant)

Vice President

Fairview Insurance Agency Associates, Inc.

25 Fairview Avenue

Verona, NJ 07044

Tel: 973-857-0870 ext.1151

Toll Free: 800-372-2558

Fax: 973-857-9131

Email: lgraham@fairviewinsurance.com

Larry is responsible for risk management services for numerous public sector accounts.

He also oversees Fairview's risk management operations for public sector accounts



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daily. Larry coordinates each team that will be servicing Fairview Insurance's public sector clientele. Larry will serve as the senior management team's primary point of contact for the Town and will assist with account renewal, risk management analysis, loss control coordination, and insurance carrier relations. Larry will also be the lead on any contract review desired by the Town. Larry has over thirty five years of experience in the industry.

Zach Edelman, CRM (Risk Management Consultant)

Director of Risk Management

Email: zedelman@fairviewinsurance.com

Zach works with Larry on numerous public sector accounts. He is responsible for visits with the clients, loss control and claim management assistance to assure client profitability and appropriate insurance analysis. Zach will assist Larry. He will help coordinate the various servicing needs of the Town, focusing on identifying training needs for the Town and working with the JIF safety consultant to complete the training. Zach will also assist Larry in contract review, if desired by the Town. Zach has been with Fairview for fifteen years.

Tom FitzPatrick, (Risk Management Consultant)

Executive Sales

Email: tfitzpatrick@fairviewinsurance.com

Tom works with Larry and Zach on several public sector accounts. Tom is responsible for visits with clients, loss control and claims management assistance to assure client profitability and appropriate insurance analysis. Tom also specializes in workplace safety, claims management, and premium stabilization. Tom will be the main point of contact for any claims inquiries or issues. Tom will assist Larry, and Zach as necessary to ensure the Town's insurance program is running smoothly. Tom will assist Larry and Zach with the contract review as well if desired by the Town. Tom has been with Fairview for eleven years.

Joseph G. DiVincenzo, Property & Casualty Consultant

Joseph works with Larry, Zach, and Tom on a number of public sector accounts. He is responsible for visits with clients, safety coordination, and wellness program coordination for clients that choose to utilize this service. Joseph will also be responsible to coordinate and set up safety committee meetings for the Town and to



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attend the meetings. Joseph will also be responsible for monitoring claims on a monthly basis to identify any trends and recommend training in these areas.

Danielle Voda, CIC, CPIA, Senior Account Executive

Email: dvoda@fairviewinsurance.com

Danielle is responsible for handling day-to-day account responsibilities such as coverage questions, endorsement processing, policy review, certificate analysis and general account management tasks. Danielle will serve as the main account service representative for the Town. Danielle's hands-on approach to account management ensures that all clients receive the highest caliber of client service. Danielle has been with Fairview for over ten years.

Teresa Sulsona, CISR, CPSR, CPIA, Property & Casualty Lines Manager

Teresa is responsible for underwriting of new and renewal Public Sector business. Teresa is responsible for the oversight of all public sector accounts. She will make sure all needs are met by the CSR staff. Teresa will handle client's inquiries regarding insurance coverage and will manage Fairview's staff on a daily basis to assure that the customers' needs are met. Teresa has over thirty years of experience in the industry.

Anne Campagna, Account Manager

Anne is responsible for providing high quality client service which includes marketing, assistance with routine coverage questions, endorsement processing, certificate of insurance coordination, problem solving, billing and policy review. Anne will serve as a secondary customer service representative for the Town. Anne has over 20 years of experience in the insurance industry.

Over the years, Fairview Insurance has developed a specialized set of services that we provide to our public entity clients aside from the Scope of Services. We believe that this set of services is the best resource that we provide to our clients. This service overview describes our ability to provide the services desired in a timely fashion. Below is essentially an outline of everything that we do for our clients on a day to day basis. The service overview is as follows:

FAIRVIEW INSURANCE SERVICE OVERVIEW

At Fairview Insurance, we pride ourselves on our Risk Management Services and our abilities to properly insure the Public Entity. Through a series Risk Management controls



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we work proactively to ensure that the entity is properly covered; working as safely as possible and costs are kept to a minimum. Fairview Insurance is available to accommodate any required meetings. Below is a description of some of the relevant services performed routinely on Public Sector Accounts. Additional Risk Management Services are provided on an as needed basis. *It is important to note that all of Fairview Insurance Agency's services are tailored to fit each of our client's needs.* The following is a sample of all the services that Fairview can provide, however, Fairview will provide whatever level of service the Town desires.

Immediately Upon Being Appointed as Risk Manager

Fairview Insurance Associates will review all lines of insurance to insure that proper coverage is in place. This ensures that there are no gaps in coverage and the public entity is fully covered. If we find that there are gaps in coverage we make the necessary recommendations to the Business Administrator.

Examples of this review are:

- Review and ensure all Public Entity buildings appear on the statement of values.
- Review and ensure all vehicles are listed on the policy
- Review all Workers' Compensation class codes and payrolls to ensure accuracy
- Ensure all key positions have surety bonds protecting against theft
- Review and ensure all equipment appears on equipment schedule
- Review all current insurance policies, prepare an analysis and provide recommendations

Claims Management

Although there is no way to predict the severity of a claim or eliminate claims entirely, there are a number of action items that the entity and risk manager can work on jointly to keep these claims to a minimum. Some examples are:

- *Promoting Self Inspection* - As Public Sector employees are present and on facilities full time an effective approach is self-inspections. Quarterly safety checklists are completed by department heads and reviewed to eliminate hazards.



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- *Proactive Hazard Identification Walk Through* - Fairview Insurance will coordinate a periodic walk through of the facilities to identify the issues and make the necessary recommendations.
- *Streamline Claims Reporting Process* - Fairview Insurance reviews current Public Entity's Claims handling process. By helping to identify and documenting which department(s) or contacts are specifically assigned to report claims.

The benefits are:

- Minimize employee loss work time
- Reduce overall claim totals
- Avoid Claim Denials based on late or failure to report
- Employees back to work sooner reducing the unnecessary exposure of overtime and soft dollar savings of having to train new part-time workers

Monthly Claim Review and Interdepartmental Meetings

Claims can be minimized through the above actions, but accidents and injuries do occur. The purposes of Monthly Claims Meetings are geared to promote communication and reduce the frequency of the claims. The following are services and benefits that are provided, but our services are not limited to the following:

- Review Title 59 Guidelines and the spirit of Sovereign Immunity
- Meet with department heads to review prior month's claims.
- Identify claim trends and specify what department the claims are coming from
- Based on these trends recommend a safety program to provide training where needed
- These trainings review PEOSHA trainings facilitated through insurance carriers such as - Blood Borne Pathogens, Confined Space Entry, Excavation, Fire Safety, Flagger/Work Zone Safety, Ladder Safety, Lock Out/Tag Out, Personal Protective, Equipment, Powered Industrial Trucks/Forklifts, Respiratory Protection, Hazcom, Spill Prevention, and Defensive Driving, etc.



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Administrative Assistance

Fairview Insurance works to reduce the insurance related administrative burden from Business Administrators. Our services include but are limited to the following:

- Continuous assistance to the Public Entity in identifying its insurable Property & Casualty exposures and to recommend professional methods to reduce, assume or transfer the risk of loss.
- Assist the Public Entity in the preparation of applications, statements of values, and similar documents requested by the Insurance Company of record.
- Review Certificates of Insurance from contractors, vendors and professionals, when requested by the Public Entity.
- Review the Public Entity premiums in the preparation of its annual insurance budget.
- Assist where needed in the settlement of claims, with the understanding that the scope of Fairview Insurance's involvement does not include the work normally done by a public adjuster.
- Contract Review: We will review, from a risk management standpoint, construction documents, lease agreements and other contracts which you provide us and we will offer our recommendations. This review will concentrate on insurance requirements; however, all contracts should be reviewed by legal counsel.
- Endorsements: Policy changes are handled on a special endorsement request form which is sent to the company and copied to you. It lets you know what changes have been ordered and on what basis. Please review the form to make certain the information is correct. When the endorsement is received, it is checked for accuracy and the premium is checked for correctness.
- Location Visits: The staff at Fairview Insurance Agency Associates, Inc., in conjunction with the insurance company, will visit job sites on an "as needed" basis to evaluate unique loss exposures which may result from your operations.



Town of Secaucus
Quotation Information For:
Risk Management Services

Renewal Policies

Renewal Meeting: We will conduct a renewal meeting to determine your exposures for the coming policy year with approximately 120 days prior to expiration date. Some of the renewal topics discussed would include updating vehicles, payrolls, inland marine equipment, list of certificate holders, classifications, lease review, property values, driver information and audit review. We will prepare an annual report on such items as:

- Summary of Agency service activities during the past year
- Brief review of major outstanding claims
- Summary of premiums and loss experience
- Our views of the marketplace and how it relates to you
- **Renewal Checklist:** We feel renewals are just as important as producing new business. Much time is spent reviewing renewal policies, reviewing all coverages, and making sure our insured receives the best coverages for what they are paying.
- **Renewal Policies:** We endeavor to have renewal policies to our clients prior to the renewal date. If this cannot be done for some reason, detailed binders of insurance are prepared confirming renewal coverage in effect. We do not take our clients for granted.
- **Renewal Marketing:** We will facilitate the remarketing of your insurance coverages to various markets available to guarantee that the most comprehensive and competitive program is in place.

Communication

We will communicate on a frequent basis to discuss any particular issue not previously addressed within the service agreement. We are also available on request to provide assistance and consultation on risk management issues which are of concern.

Transfer of Liability

Fairview Insurance understands the crucial element of transferring liabilities away from the Town of Secaucus, specifically with contractors. We will recommend and apply the necessary Risk Management principles (referenced below) in order to secure proper



Town of Secaucus
Quotation Information For:
Risk Management Services

levels of insurance, with the ultimate goal of transferring risk away and onto the contractors' insurance policies.

Contractors must provide evidence of their own Workers' Compensation coverage, covering any injuries resulting from work done on behalf of the Town. This will ensure that the Town's Workers Compensation policy and specifically its claims experience is not negatively affected.

Contractors must also provide evidence of General Liability, Auto Liability and Umbrella coverage. Any injuries that arise in the area of Liability, Completed Operations and Property Damage, will be applied to the contractor's insurance carrier. Similar to the above mentioned Workers' Compensation requirement, this added precaution will ensure that the Town's Liability claims history is not affected.

As an added layer of security, the Town should be named as an additional insured on the contractor's insurance policy and a hold harmless agreement must also be secured.

In addition to the attached Risk Manager/Broker Services, Fairview Insurance provides oversight into the insurance related vendors. This added benefit will not only ensure that these insurance related vendors offer competitive pricing, but also make sure that the vendors in place are top professionals in their fields.

Evaluation Criteria

TPA (Third Party Administrator):

- Taking initial claim reports, validating and directing medical care to the proper network of physicians/hospitals
- Ratio of claim adjusters to cases
- Providing accurate claim information as well as reconciliation reports with the finance department for monthly claim payments
- Price per claim (medical only and indemnity)
- Cost for run-out claims (if not on a life of claim basis)
- Contract subject to a cap



Town of Secaucus
Quotation Information For:
Risk Management Services

MCO (Managed Care Organization):

- Effective use of medical network
- Medical re-pricing discounts
- Flat fee
- What is the percentage of savings that is retained by the managed care organization (MCO)
- Contract subject to a cap

Workers Compensation/Liability Law Firms:

- Fairview Insurance can assist in the RFQ process
- Cost per claim/hour
- Expertise in the industry

Review of Costs:

- Total Policy Cost Analysis
- Insurance premiums
- Self-Insured Retentions
- Deductibles
- Loss Fund & out of pocket claims costs

Customized Cost Solution

We understand that every risk is unique. We keep this in mind when re-marketing your insurance coverages to various markets. This guarantees that the most comprehensive and competitive programs are in place.

- Utilizing all available insurance options in the marketplace we compare and contrast to see which is the best fit and create a customized solution.
- Constant changing market trends and varying characteristics require an analysis that includes up to date information.
- This underwriting information is sent to specialty programs, Joint Insurance Programs, Self-Insurance Options and Private Insurance Companies.

Some of the insurance carriers that Fairview has the capability of working with are Ace Insurance, Admiral Insurance Company, Alteris, American Alternative, American Surplus



Town of Secaucus
Quotation Information For:
Risk Management Services

Lines Insurance Company, American Safety, Beazly, Brit, Chartis Insurance, Chubb Insurance, Crum and Forster Group, Darwin Insurance, Essex Insurance Company, Evanston Insurance Company, Foremost Insurance, Franklin Mutual Insurance, Freberg Environmental Insurance, General Star Indemnity, Genesis, Glatfelter, Greater New York Mutual, Hartford Insurance, Hermitage Insurance Company, Hiscox, Insurance Company of PA, Interstate Fire and Casualty, Investors Underwriting Managers, Lexington Insurance, Liberty International, Markel International Insurance Company, McGowan, Mount Vernon Fire Insurance Company, Munich, National Union Fire Insurance Company, Nautilus Insurance Company, Northfield Insurance Company, NY Marine, Pacific Insurance Company, Philadelphia Insurance Company, Safety National, Selective Insurance Company, Scottsdale Insurance Company, Torus, Travelers Insurance, Tudor Insurance Company, U.S. Specialty, Lloyds of London, United States Liability Insurance Company, Utica Mutual, W.R. Berkley, Western World Insurance Company, Wilshire Insurance Company, XL Insurance, Zurich Insurance. Fairview Insurance also has the capability and experience to work with the numerous Joint Insurance Funds around the State.

Once all of the above are combined with different levels of deductibles and self-insured retentions, you have a completely customized solution.

- g) Cost details, including the hourly rate of each of the individuals who will be performing services (if applicable), (please specify if different rates based on experience or position of individual) and expense and/or administrative rates applicable.**

Fairview Insurance Agency is proposing our services as Risk Management Consultant for the Town of Secaucus for a flat yearly fee of \$45,000 per year. Fairview Insurance Agency is also willing to extend this contract with the Town for up to 3 years. We do not bill based on individual hourly rates or any additional expenses. Please contact us if there are any questions regarding this flat fee proposal.

- h) Copy of New Jersey Business Registration Certificate.**

This and any other documentation is available upon request.

RISK MANAGEMENT CONSULTANTS AGREEMENT

THIS AGREEMENT entered into this ___ day of February 2021, between the Town of Secaucus (hereinafter referred to as GOVERNING BODY and Foundation Risk Partners Corp. dba Fairview Insurance Agency (hereinafter referred to as the CONSULTANT.)

WHEREAS, the CONSULTANT has offered to the GOVERNING BODY professional risk management consulting services as required by the Suburban Metro Joint Insurance Fund; and

WHEREAS, the GOVERNING BODY desires these professional services pursuant to the **Resolution 2021-_____** adopted by the governing body of the Town of Secaucus at a meeting held on **February 9, 2021**.

NOW, THEREFORE, the parties in consideration of the mutual promises and covenants set forth herein, agree as follows:

1. For and in consideration of the amount stated hereinafter, the CONSULTANT shall:
 - a. Assist the GOVERNING BODY in identifying its insurable Property & Casualty exposures and to recommend professional methods to reduce, assume or transfer the risk of loss.
 - b. Assist the GOVERNING BODY in understanding the various coverages available from the JIF.
 - c. Review with the GOVERNING BODY any additional coverages that the CONSULTANT feels should be carried but are not available from the FUND and subject to the GOVERNING BODY'S authorization, place such coverages outside the FUND.
 - d. Assist the GOVERNING BODY in the preparation of applications, statements of values, and similar documents requested by the Insurer, it being understood that this Agreement does not include any appraisal work by the CONSULTANT.
 - e. Review Certificates of Insurance from contractors, vendors and professionals when requested by the GOVERNING BODY.
 - f. Review the GOVERNING BODY'S assessment as prepared by the FUND, assist the GOVERNING BODY in the preparation of its annual insurance budget.
 - g. Review the loss and engineering reports and generally assist the safety committee in its loss containment objectives. Also, attend no less than one (1) municipal safety committee meeting per annum to promote the safety objectives and goals of the GOVERNING BODY and the FUND.

- h. Assist where needed in the settlement of claims, with the understanding that the scope of the CONSULTANT'S involvement does not include the work normally done by a public adjuster.
- i. Perform any other risk management related services required by the FUND.

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE: During the performance of this Contract, the Contractor agrees to comply with the requirements of N.J.S.A. 10:5-31 et seq., N.J.A.C. 17:27) as follows:

a. During the performance of this contract, the Contractor agrees as follows: The contractor 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, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the Contractor will ensure that equal 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 contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

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

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

d. The contractor 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.

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

f. The contractor or subcontractor 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, 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 agency which engages in direct or indirect discriminatory practices.

g. The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personal 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.

h. In conforming with the targeted employment goals, the contractor 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, 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.

i. The contractor and its subcontractor shall furnish such reports or other documents to the Division of Public Contracts Equal Employment Opportunity Compliance 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 Public Contracts Equal Employment Opportunity Compliance for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C.17:27.

2. In exchange for the above services, the CONSULTANT shall be compensated in the following manner:

- a. The CONSULTANT shall be paid a fee as compensation for services rendered an amount equal to Forty-five thousand (\$45,000) for one year. Said fee shall be paid to the CONSULTANT by the JIF within thirty (30) days of payment of the GOVERNING BODY'S assessment.
- b. For any insurance coverages authorized by the GOVERNING BODY to be placed

outside the FUND, the brokerage commissions paid to the CONSULTANT will come from the insurance company. The premiums for said policies shall not be added to the JIF's assessment in computing the fee outlined in 2(a).

- c. If the GOVERNING BODY shall require of the CONSULTANT extra services other than those outlined above, the CONSULTANT shall be paid by the GOVERNING BODY a fee at the rate of \$TBD per hour, in addition to actual expenses incurred.

3. The term of this Agreement shall be for one (1) year.

ATTEST:

FOR MEMBER:

Gary Jeffas, Town Administrator
Town of Secaucus

ATTEST:

CONSULTANT:

**FAIRVIEW INSURANCE AGENCY
ASSOCIATES**

Resolution No. _____

**TOWN OF SECAUCUS
COUNTY OF HUDSON, STATE OF NEW JERSEY**

**A RESOLUTION ON BEHALF OF THE TOWN OF SECAUCUS
AUTHORIZING A FAIR AND OPEN SOLICITATION PROCESS
OF PROFESSIONAL SERVICES CONTRACTS FOR SUBSTITUTE MUNICIPAL
PROSECUTOR, SUBSTITUTE MUNICIPAL PUBLIC DEFENDER,
TOWN VETERINARIAN AND BID SPECIFICATIONS WRITER**

WHEREAS, the Town of Secaucus is desirous of obtaining expert professional services to serve the Town in both statutory and operationally required functions; and

WHEREAS, the Town Attorney prepared a Fair and Open Solicitation Process for twenty-five (25) Professional and other services for the period of February 15, 2021 to February 14, 2022, and bids were received on January 13, 2021; and

WHEREAS, no bids were received for the professional services of Substitute Municipal Prosecutor, Substitute Municipal Public Defender, Town Veterinarian and Bid Specifications Writer.

NOW, THEREFORE, BE IT RESOLVED, that the Town Clerk shall be authorized to post for a second time and accept proposals for obtaining such Professional and other services as follows:

1. Professional Services – **Substitute Municipal Prosecutor.**
2. Professional Services – **Substitute Municipal Public Defender.**
3. Professional Services – **Town Veterinarian.**
4. Professional Services – **Bid Specifications Writer.**

Adopted: February 9, 2021

I, Michael Marra, Town Clerk of the Town of Secaucus, County of Hudson, do hereby certify that the above is a true copy of a resolution approved by the Mayor and Council on February 9, 2021.

Town Clerk

Mayor

Resolution No. _____

**TOWN OF SECAUCUS
COUNTY OF HUDSON, STATE OF NEW JERSEY**

**RESOLUTION SUPPORTING INDOOR DINING CAPACITY
INCREASE AND EXPANSION OF OPERATION TIME
FOR FOOD OR BEVERAGE ESTABLISHMENTS**

WHEREAS, the Governor’s Executive Order 219 issued February 3, 2021, permits “food or beverage establishments” to expand their indoor dining limit from 25% to 35% of occupancy and to operate between the hours of 10:00pm and 5:00am while other mitigation protocols, including the prohibition on indoor bar seating and standing, remain in place; and

WHEREAS, the Mayor and Council of the Town of Secaucus have adopted a series of resolutions over the past months during the COVID-19 pandemic in support of local food or beverage establishments operation within the Town of Secaucus’ zoning boundaries with safe health and mitigation practices in place; and

WHEREAS, a consensus of the Council was received on February 3, 2021, to support local food or beverage establishments and take any necessary steps for compliance with Executive Order 219 to be effective on Friday February 5, 2021, at 8:00am.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Town of Secaucus, County of Hudson, State of New Jersey, ratify their support of the increase in indoor dining capacity to 35% of capacity limits and permit indoor operations for local food or beverage establishments within the Town of Secaucus’ zoning boundaries to resume normal business hours, in compliance with applicable Town Ordinance provisions, including but not limited to T.O. 47-8 for permitted hours of operation for plenary retail consumption licensees, as of February 5, 2021, at 8:00am; and

BE IT FURTHER RESOLVED that all other applicable federal, state and local regulations remain in effect and be enforced except that any Town Ordinance or regulation/policy in conflict with the purpose and intent of this Resolution shall be temporarily superseded until this Resolution is revoked or other state orders are given, whichever is earlier; and

BE IT FURTHER RESOLVED that the ABC designee is authorized to take any action necessary to effectuate the spirit and purpose of this resolution for any local license holders involved, if necessary; and

BE IT FURTHER RESOLVED that the Mayor, Town Administrator, or their designee are hereby authorized to take any action necessary to effectuate the spirit and purpose of this resolution.

Adopted: February 9, 2021

I, Michael Marra, Town Clerk of the Town of Secaucus, County of Hudson, do hereby certify that the above is a true copy of a resolution approved by the Mayor and Council on February 9, 2021.

Town Clerk

Mayor

Motion:	Yes	No	Abstain	Absent
Second:				
Councilman Costantino				
Councilman McKeever				
Councilman Clancy				
Councilwoman Tringali				
Councilman Dehnert				
Councilman Gerbasio				
Mayor Gonnelli				

Resolution No. _____

**TOWN OF SECAUCUS
COUNTY OF HUDSON, STATE OF NEW JERSEY**

**A RESOLUTION ON BEHALF OF THE TOWN OF SECAUCUS
AUTHORIZING APPROVAL OF CHANGE ORDER #1 TO A CONTRACT WITH AJM
CONTRACTORS, INC. FOR 2020 ROAD PROGRAM MARIANNE TERRACE**

WHEREAS, the Town of Secaucus has a contract with AJM Contractors, Inc. for the 2020 Road Program Marianne Terrace, under Resolution 2020-193, in the amount of \$99,578.00; and

WHEREAS, it has been determined that additional work is needed, including, but not limited to, additional tree removal, which will increase the total cost by Sixteen Thousand One Hundred Dollars and 00/100 (\$16,100.00); and

WHEREAS, there is a need for a Change Order #1 to increase the contract with AJM Contractors, Inc. in the amount of Sixteen Thousand One Hundred Dollars and 00/100 (\$16,100.00) for the work set forth, which will increase the overall contract amount to One Hundred Fifteen Thousand Six Hundred Seventy-Eight Dollars and 00/100 (\$115,678.00); and

WHEREAS, the Chief Financial Officer certifies that there are sufficient funds under account 10-2150-55-70609-015 for said contract.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council for the Town of Secaucus, County of Hudson, that the above statements are incorporated herein and Change Order #1 for AJM Contractors, Inc. in the amount of Sixteen Thousand One Hundred Dollars and 00/100 (\$16,100.00) is hereby approved.

Adopted: February 9, 2021

I, Sheetal Nagpal, Treasurer of the Town of Secaucus,
do hereby certify that funds are available in accordance
with the Local Budget Law NJSA 40A:4-1 in
Account Number:

10-2150-55-70609-015
Amount \$ 16,100.00 Date 2/5/2021
Sheetal Nagpal
Sheetal Nagpal

I, Michael Marra, Town Clerk of the Town of Secaucus, County of Hudson, do hereby certify that the above is a true copy of a resolution approved by the Mayor and Council on February 9, 2021.

Town Clerk

Mayor

Motion:	Yes	No	Abstain	Absent
Second:				
Councilman Costantino				
Councilman McKeever				
Councilman Clancy				
Councilwoman Tringali				
Councilman Dehnert				
Councilman Gerbasio				
Mayor Gonnelli				

Resolution No. _____

**TOWN OF SECAUCUS
COUNTY OF HUDSON, STATE OF NEW JERSEY**

**A RESOLUTION ON BEHALF OF THE TOWN OF SECAUCUS AUTHORIZING
THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR NFPA TESTING
OF THE APPARATUS AND EQUIPMENT OF THE SECAUCUS VOLUNTEER FIRE
DEPARTMENT TO FAIL SAFE TESTING**

WHEREAS, the Town of Secaucus' Volunteer Fire Department has a need for annual NFPA testing for various fire apparatus and equipment including fire hose, aerial ladder, fire pump and heat sensor label, in the interest of safety; and

WHEREAS, the Town of Secaucus Fire Department has obtained three (3) quotes for these services; and

WHEREAS, Fail Safe Testing of 300 Craig Road, Suite 209, Manalapan, NJ has submitted a quote, that was presented to the qualified purchasing agent, providing for the above-named services for a contract price of Nine Thousand Four Hundred Fifty-One Dollars and 18/100 (\$9,451.18) per year for a three (3) year term; and

WHEREAS, Fail Safe Testing was the lowest responsible quote; and

WHEREAS, the Chief Financial Officer has determined that sufficient funds to award this contract are available under line item 01-2010-00-21302-69.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council for the Town of Secaucus, County of Hudson, State of New Jersey, award the contract for NFPA Testing of the Apparatus and Equipment of the Secaucus Volunteer Fire Department to Fail Safe Testing at an amount not to exceed Twenty-Eight Thousand Three Hundred Fifty-Three Dollars and 54/100 (\$28,353.54) for a three (3) year term, at Nine Thousand Four Hundred Fifty-One Dollars and 18/100 (\$9,451.18) per year, beginning on February 10, 2021; and

BE IT FURTHER RESOLVED, that Fail Safe Testing has submitted a Pay to Play disclosure form which certifies that Fail Safe Testing has not made any reportable contributions to a political or candidate committee in the Town of Secaucus in the previous year, and that the contract will prohibit them from making any reportable contributions through the term of the contract, in compliance with necessary regulations and measure of the State of New Jersey under N.J.S.A. 19-44A-20.27; and

BE IT FURTHER RESOLVED, that Fail Safe Testing shall provide any and all compliance information requested by the Town of Secaucus' Office of Purchasing; and

BE IT FURTHER RESOLVED, that the Mayor, Town Administrator, or their designee are hereby authorized to execute any documents regarding the awarding of the contract with Fail Safe Testing for NFPA Testing of the Apparatus and Equipment of the Secaucus Volunteer Fire Department as described herein; and

BE IT FURTHER RESOLVED, that the Mayor, Town Administrator, or their designee are hereby authorized to take any action necessary to effectuate the spirit and purpose of this resolution.

Adopted: February 9, 2021

I, Michael Marra, Town Clerk of the Town of Secaucus, County of Hudson, do hereby certify that the above is a true copy of a resolution approved by the Mayor and Council on February 9, 2021.

Town Clerk	Mayor			
Motion:	Yes	No	Abstain	Absent
Second:				
Councilman Costantino				
Councilman McKeever				
Councilman Clancy				
Councilwoman Tringali				
Councilman Dehnert				
Councilman Gerbasio				
Mayor Gonnelli				

I, Sheetal Nagpal, Treasurer of the Town of Secaucus, do hereby certify that funds are available in accordance with the Local Budget Law NJSA 40A:4-1 in Account Number: 01 2010-00 21302-069
 Amount \$ 9,451.18 Date 2/5/2021
Sheetal Nagpal
 Sheetal Nagpal

Fail Safe Testing
 300 Craig Road
 Suite 209
 Manalapan, NJ 07726 US

Phone: (888) 319-3252
 Fax: (732) 656-0110
 billing@failsafeusa.com



Bill To:
 Secaucus Fire Department
 1203 Paterson Plank Rd.
 Secaucus, New Jersey 07094
 Chief Carl Leppin

Quote Number: 00017628
 Quote Date: 01/01/2021
 Expiration Date: 12/31/2021
 P.O. Number:

Ship To:
 Secaucus Fire Department
 1203 Paterson Plank Rd.
 Secaucus, New Jersey 07094

Contact:
 Joe Schoendorf
 Chief
 Phone: (201) 681-8312
 Mobile: (551) 655-4857
 Email: jschoendorf@secaucus.net

QUOTE

Customer will be charged, and final price adjusted based upon the actual equipment quantity/lengths being tested

Description	Quantity	Rate	Total Amount
Fire Pump Test <= 1500 GPM Annual fire pump performance testing as per NFPA 1911 (less than or equal to 1500 GPM)	2	\$250.00	\$500.00
Fire Pump Test > 1500 GPM Annual fire pump performance testing as per NFPA 1911 (greater than 1500 GPM)	4	\$275.00	\$1,100.00
Heat Sensor Label Heat sensor for ground/aerial ladder	1	\$2.50	\$2.50
Aerial Ladder Test Annual aerial ladder testing as per NFPA 1911 (Non NDT) (Heat Sensors separate line item if required)	2	\$700.00	\$1,400.00
Ladder Test Annual ground ladder testing as per NFPA 1932-2015 (Heat Sensors are a separate line item if required)	31	\$42.00	\$1,302.00

It is expressly understood that Fail Safe Testing (FST) shall not be liable or accountable under any guarantees or warranties, either express or implied, statutory by operation of law, or otherwise relative to the use of any testing equipment after date of inspection. Furthermore, FST will not be held liable or accountable for any piece of equipment that fails during testing. By signing you acknowledge all terms and conditions.

Description	Quantity	Rate	Total Amount
Fire Hose Test Annual fire hose testing as per NFPA 1962	23,394	\$0.22	\$5,146.68
	TOTAL		\$9,451.18

To Schedule Service, Sign Below and Return to Fail Safe Promptly via Fax, Mail, or Email		
Signature:	Title:	Date:

It is expressly understood that Fail Safe Testing (FST) shall not be liable or accountable under any guarantees or warranties, either express or implied, statutory by operation of law, or otherwise relative to the use of any testing equipment after date of inspection. Furthermore, FST will not be held liable or accountable for any piece of equipment that fails during testing. By signing you acknowledge all terms and conditions.



300 Craig Road, Suite 209, Manalapan NJ, 07726
Phone: (888) 319-3252
Fax: (732) 656-0110
info@failsafeusa.com www.failsafeusa.com

Fire Hose & Appliance/Nozzle Testing

Customer will be responsible to secure water supply and will bear any associated cost.

Customer will be responsible to have a driver available on day of testing.

Customer will be responsible to provide a flat, clean, paved testing area ~300ft x 40ft.

Customer will be responsible to provide a pump and operator for nozzle testing.

Job Description:

- Test all hose, appliance, and nozzles (charged separately) to NFPA 1962 (hose 1987 and older and LDH hose without locks will be tested unless otherwise requested by the customer. Not responsible for general maintenance such as coupling tightening)
- Provide complete computerized report
- Unpack and repack all hose beds/racks
- Ink stenciled number system on each length or item
- Replace gaskets as needed
- Yearly color code provided on each length or item
- Apparatus inventory report
- Tag all failures out of service

Ground Ladder & Aerial Testing

Customer will be responsible to secure water supply for horizontal bend test and bear any cost.

Customer will be responsible to have a driver available on day of testing.

Job Description:

- Test all ground ladders to NFPA 1932. Test all aerials to NFPA 1911
- Provide complete computerized report
- Return all ground ladders to apparatus or firehouse
- Place identification number/inspection sticker on each ground ladder/aerial tested
- Yearly color code provided on each ground ladder tested
- Tag all failures out of service
- Apply customer or Fail Safe supplied heat sensor labels. Heat sensor labels provided by Fail Safe will be charged to customer at \$2.50 each

Pump Testing

Customer will be responsible to provide a flat level surface and a means to fill a drafting tank.

Customer will be responsible to have a driver available on day of testing.

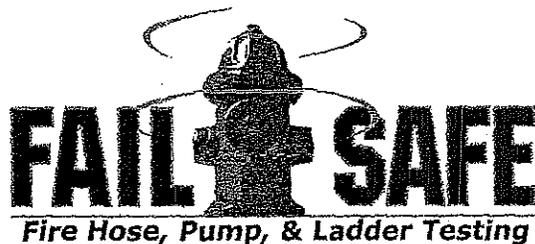
Job Description:

- Test all fire pumps to NFPA 1911
- Provide complete computerized report
- Place inspection sticker on each pump tested

****All job are subject to additional cancellation fee without 48hrs advance notice****

****All retest requests due to failure or out of service equipment will incur additional costs****

It is expressly understood that Fail Safe Testing (FST) shall not be liable or accountable under any guarantees or warranties, either express or implied, statutory by operation of law, or otherwise relative to the use of any testing equipment after date of inspection. Furthermore, FST will not be held liable or accountable for any piece of equipment that fails during testing. By signing you acknowledge all terms and conditions.



Phone: 888-319-3252

Email: info@FailSafeUSA.com

Web: www.FailSafeUSA.com

Why Choose Fail Safe Testing?

Save time and money by outsourcing your fire safety tests to the best in the business!

1. Days of work are finished in a few hours as we can test up to 20,000 ft of hose a day.
2. Comprehensive NFPA and ISO compliant reports delivered by mail or electronically.
3. EVT certified techs and on-staff fire fighters means we understand all your needs.
4. Our services include a crew of service techs that won't require firehouse manpower.
5. Hose testing includes a full unload and reload. Many of our customers remark that we leave their equipment better than we started!
6. We have a customer satisfaction rating of 4.8 out of 5 and a 93% on-time record for arriving within our 30 min *Fail Safe Arrival Window*.
7. We do NOT franchise or sub-contract our services, which means each of our courteous and professional service technicians are backed by Fail Safe's over 25 years of experience.

Call today to schedule your testing!

888-319-3252

It is expressly understood that Fail Safe Testing (FST) shall not be liable or accountable under any guarantees or warranties, either express or implied, statutory by operation of law, or otherwise relative to the use of any testing equipment after date of inspection. Furthermore, FST will not be held liable or accountable for any piece of equipment that fails during testing. By signing you acknowledge all terms and conditions.

Fail Safe Testing
300 Craig Road
Suite 209
Manalapan, NJ 07726 US

Phone: (888) 319-3252
Fax: (732) 656-0110
billing@failsafeusa.com



Bill To:
Secaucus Fire Department
1203 Paterson Plank Rd.
Secaucus, New Jersey 07094
Chief Carl Leppin

Contract Number: 00000534
Contract Start Year: 2021
Contract End Year: 2023
Contract Term: 3 years

Ship To:
Secaucus Fire Department
1203 Paterson Plank Rd.
Secaucus, New Jersey 07094

3 Year Service Agreement Contract

Secaucus Fire Department hereby engages Fail Safe Testing, LLC to provide annual NFPA testing on the items listed below. The testing will be performed on an annual basis at Fail Safe Testing, LLC's discretion. The rate listed below is valid and locked in for the lifetime of this contract. Final yearly invoices will be adjusted based on total quantity of equipment being tested. Contract not valid unless signed and received in the calendar year in which it has been issued.

Should Secaucus Fire Department decide to terminate the contract early, 25% of the remaining estimated total will be due to Fail Safe Testing, LLC as an early termination fee. Customer may delay testing and extend the contract for one year with no penalty should budgetary complications arise, but must first alert Fail Safe for approval.

Special Terms:

Quantity	Product	Product Description	Price	Amount
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Please Sign Below and Return to Fail Safe Promptly via Fax, Mail, or Email		
Signature:	Title:	Date:

It is expressly understood that Fail Safe Testing (FST) shall not be liable or accountable under any guarantees or warranties, either express or implied, statutory by operation of law, or otherwise relative to the use of any testing equipment after date of inspection. Furthermore, FST will not be held liable or accountable for any piece of equipment that fails during testing.



300 Craig Road, Suite 209, Manalapan NJ, 07726

Phone: (888) 319-3252

Fax: (732) 656-0110

info@failsafeusa.com www.failsafeusa.com

Fire Hose & Appliance/Nozzle Testing

Customer will be responsible to secure water supply and will bear any associated cost.

Customer will be responsible to have a driver available on day of testing.

Customer will be responsible to provide a flat, clean, paved testing area ~300ft x 40ft.

Customer will be responsible to provide a pump and operator for nozzle testing.

Job Description:

- Test all hose, appliance, and nozzles to NFPA 1962-2013 (hose 1987 and older and LDH hose without locks will be tested unless otherwise requested by the customer)
- Provide complete computerized report
- Unpack and repack all hose beds/racks
- Ink stenciled number system on each length or item
- Replace gaskets as needed
- Yearly color code provided one each length or item
- Apparatus inventory report
- Tag all failures out of service

Ground Ladder & Aerial Testing

Customer will be responsible to secure water supply for horizontal bend test and bear any cost.

Customer will be responsible to have a driver available on day of testing.

Job Description:

- Test all ground ladders to NFPA 1932-2015. Test all aerials to NFPA 1911-2012
- 5 year aerial test includes all NDT tests as specified by NFPA 1911
- Provide complete computerized report
- Return all ground ladders to apparatus or firehouse
- Place identification number/inspection sticker on each ground ladder/aerial tested
- Yearly color code provided on each ground ladder tested
- Tag all failures out of service
- Apply customer or Fail Safe supplied heat sensor labels. Heat sensor labels provided by Fail Safe will be charged to customer at \$2.50 each

Pump Testing

Customer will be responsible to provide a flat level surface and a means to fill a drafting tank.

Customer will be responsible to have a driver available on day of testing.

Job Description:

- Test all fire pumps to NFPA 1911-2012
- Provide complete computerized report
- Place inspection sticker on each pump tested

****All job are subject to additional cancellation fee without 48hrs advance notice****

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It is expressly understood that Fail Safe Testing (FST) shall not be liable or accountable under any guarantees or warranties, either express or implied, statutory by operation of law, or otherwise relative to the use of any testing equipment after date of inspection. Furthermore, FST will not be held liable or accountable for any piece of equipment that fails during testing.



SERVICE AGREEMENT

ENER-G Rudox LLC
180 E. Union Ave
E. Rutherford, NJ 07073 USA

T: +1.201.438.0111
F: +1.201.438.3403
E: info-energrudox@centrica.com
W: centricabusinesssolutions.com

Date: January 20, 2021
From: John Masucci
Phone: 201-509-1949
Email/Fax: 201-438-3403
Company Name: ENER-G Rudox LLC DBA Centrica Business Solutions

To: Raymond Ciecuch
Phone: 201 376-6819
Email: Rciecuch@Secaucus.net
Company Name: Town of Secaucus
Location: Town Hall 1203 Paterson Plank Rd, Secaucus, NJ 07094
Reference No.:

Urgent For Review Please Comment Please Reply Please Recycle

THIS QUOTE IS VALID FOR NINETY (90) DAYS

Ray,

Thank you for contacting Centrica Business Solutions with your service requirements. We are pleased to quote you the following:

Service and inspect the subject equipment according to the attached procedures. These sheets also serve as our technician's checklist in performing the service. In "Exhibit B-Billing Procedure", we extend our contract customers a discount structure for service parts and labor outside of basic preventative maintenance.

Please call if you have any questions regarding the proposal. We look forward to an ongoing relationship with "Town of Secaucus"

Sincerely,

John Masucci
ENER-G Rudox LLC
c: 201-509-1949
e: john.masucci@centrica.com



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ENGINE MAINTENANCE SERVICE AGREEMENT EMERGENCY – STANDBY EQUIPMENT

THIS AGREEMENT, made between ENER-G Rudox LLC hereinafter called "Centrica Business Solutions" and "Town of Secaucus.", hereinafter called "OWNER", WITNESSETH THAT:

WHEREAS, OWNER is desirous of having periodic maintenance service performed on certain diesel and/or gas engines more specifically described hereinafter and,

WHEREAS, Centrica Business Solutions is willing to provide and/or arrange for such maintenance service

NOW THEREFORE, in consideration of the premises and one dollar and other valuable considerations, the receipt of which is hereby acknowledged, the parties hereto mutually agree as follows:

1. Centrica Business Solutions shall service and maintain as specified hereinafter, OWNER'S diesel and/or gas engines as follows:

ENGINE MFG.	MODEL	BUILDING	ADDRESS
Caterpillar	3306	Town Hall	1203 Paterson Plank Road
GENERAC	FORD V-10	Engine 1	150 Plaza Center Road
Mitsubishi	6D22TC	Born Street Pump Station	
John Deere	4045HF285	High School Pump Station	11 Mill Ridge Road
John Deere	3029TF150	River Road Pump Station	
John Deere	6068HF285	OEM 2	325 Centre Ave
John Deere	4024HF285	OEM MOBILE	1377 Patterson Plant Rd
John Deere	4045HF285	OEM Iron Work #3	1377 Patterson Plant Rd
Cummins	QSK23	Golden Avenue Pump Station	
GM VORTEC	4.3	WH&L Firehouse	2725 County Ave
Kubota	V2230	Secaucus Road Gate	Secaucus rd near Meadowland pkwy
GENERAC	30KW	ENGINE # 3	146 CENTRE AVE
GENERAC	275 KW	Library	1379 Patterson Plank rd

2. This agreement will commence on February 10, 2021 and continue in force until February 10 2022
3. A. Centrica Business Solutions shall perform maintenance service on said engine 4 times annually on a mutually agreed to schedule. During such performance of said maintenance service, Centrica Business Solutions shall perform all work specified in Exhibit A.
 B. During the performance of the maintenance service, if it is observed that repairs other than the maintenance service are required, such repairs will be brought to the attention of the OWNER.



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W: centricabusinesssolutions.com

Centrica Business Solutions will provide an estimate of costs of these repairs. Centrica Business Solutions shall make such repairs as agreed by the OWNER or his representative. All such repair work will be charged separately at standard rates and prices for parts used and labor expended. Normal billing procedure is listed as Exhibit B.

- C. OWNER shall pay Centrica Business Solutions for all parts and labor expended in performing maintenance or repair service within thirty (30) days following presentation of the invoices by Centrica Business Solutions.
4. OWNER shall be notified of impending engine maintenance service call by Centrica Business Solutions and Centrica Business Solutions shall be given unimpeded access to the premises housing said engine for the purpose of performing maintenance service. **Secure parking and unloading area shall be provided at no cost to Centrica Business Solutions** Units to be serviced one at a time to assure availability in case of power outage.
5. All maintenance service work shall be performed in a good workmanlike manner. Centrica Business Solutions will, after performing maintenance service, provide test running and loading (using customer's load) of the engines which are required to check operation of the engines (unless prevented by OWNER).
6. Centrica Business Solutions shall carry general liability insurance of \$1,000,000.00 with \$5,000,000.00 umbrella coverage. In addition, Centrica Business Solutions shall carry the statutory workmen's compensation coverage.
7. In the event emergency or additional service is needed call 201-438-0111. Arrangements will be made to have a serviceman dispatched as soon as possible, pursuant to receiving a purchase order sufficient to cover emergency assessment.
8. OWNER understands and agrees that this service contract is not a guarantee of engine or generator set performance or life. OWNER also agrees that any loss or contingent liability resulting from lack of performance or, life of the machine or, inability of Centrica Business Solutions to perform is not the liability of Centrica Business Solutions in any way. Centrica Business Solutions offers no warranty, express or implied, including but not limited to merchantability, fitness for any particular purpose, arising from a course of dealing or otherwise. In no event shall Centrica Business Solutions be liable for indirect, special, incidental or consequential damages, whether arising from contract, tort or strict liability, at law or in equity, including but not limited to, loss of profits or revenue, economic loss, "down time", lost production or failure to meet contractual obligations. The total liability of Centrica Business Solutions shall in no event exceed the amount actually paid by the owner to Centrica Business Solutions for the products or services which gave rise to the alleged claim, loss or damage.
9. The fixed cost and hourly maintenance rates listed on Exhibit A will escalate year on year at a rate equivalent to the greater of the relevant industry sub-set of CPI or 3% (in the preceding maintenance year). Price is for normal working hours, unimpeded unit accessibility and loading dock parking. Customer requested overtime, delays in access to the units (not under the control of Centrica Business Solutions) and off-site parking will result in additional charges at the prevailing rate. Total annual price of scheduled maintenance for year one of this agreement is **\$12,504.00** plus applicable taxes.



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W: centricabusinesssolutions.com

IN WITNESS WHEREOF, the parties have caused this agreement to be duly executed and delivered by their proper and duly authorized officers as of the day and year first above-written.

ENER-G Rudox, LLC

Town of Secaucus

Signature: _____

Signature: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

ENER-G Rudox invoices electronically via email. Please confirm the Accounts Payable email and billing address that should receive invoices from CBSNA-EnerG-customerbilling@Centrica.com.

AP Email:

Bill to Address:

EXHIBIT A – WORK TO BE PERFORMED

		MACHINE DATA			SCHEDULED MAINTENANCE PER YEAR		PRICE PER VISIT
Make:	Caterpillar	A.	FULL PM		1	\$930.00	
Model:	3306	B.	SYSTEM CHECK		1	\$128.00	
Serial No.:	66D28213						
Ref. No							
Owner:	Town of Secaucus – Town Hall 1203 Paterson Plank Road						
	A.	B.	C.				
1.	X			Change lubricating oil			
2.	X			Change lube oil filters			
3.	X			Change fuel oil filters			
4.	X	X		Inspect air filter			
5.	X			Change air filter, if required			
6.				Adjust valves, as required by manufacturer.			
7.	X	X		Check coolant level and degree of protection and PH			
8.				Drain and flush cooling system and refill with 50% antifreeze solution			
9.	X	X		inspect and adjust engine belts			
10.	X	X		Check flex connections and mountings			
11.	X	X		Check operation of jacket water heater			
12.				Change jacket water heater hoses, as required			
13.	X	X		Check battery level and maintain			
14.	X	X		Check operation of battery charging equipment			
15.	X	X		Lubricate necessary fittings			
16.	X			Inspect governor linkage, oil level and control			
17.	X			Inspect electronic governor connections			
18.	X	X		Repair minor coolant, lube and fuel leaks			
19.	X	X		Inspect day tank and pump control			
20.				Inspect spark plugs, magneto and coils; replace plugs as required			
21.	X	X		Drain condensate from day tank, if accessible			
22.	X			Check operation of remote fans, pumps and louvers			
23.	X			Inspect generator; clean, if necessary			
24.	X	X		Check auto start/stop mode			
25.	X	X		Check safety shutdown			
26.	X	X		Test fault lamps and replace bad bulbs			
27.	X	X		Operate electric set and check or reset for correct voltage and frequency			
28.				Inspect and clean automatic transfer switch (ATS) without removing power from ATS and without transferring sources			
29.	X			Load test machine through operation of transfer switch and using building load. (*This will be done only with permission of the engineer on duty.)			
30.				Load test machine with onsite load bank (if available).			
31.				Load test machine with load bank(s) supplied by ENER-G Rudox			
32.	X	X		Dispose of all used material in accordance with applicable regulations			
33.	X			Sample used lube oil and spectrographically analyze for wear particles and contamination			
34.	X	X		Inspect fuel supply lines			
35.	X	X		Wipe down equipment and cleanup work area			

EXHIBIT A – WORK TO BE PERFORMED (NATURAL GAS)

		MACHINE DATA		SCHEDULED MAINTENANCE PER YEAR		PRICE PER VISIT
Make:	GENERAC	A.	FULL PM	1		\$645.00
Model:	FORD-V10	B.	SYSTEM CHECK	1		\$195.00
Serial No.:	3002666019	C.				
Ref. No						
Owner:	Town of Secaucus – Engine 1 150 Plaza Center Road					
	A.	B.	C.			
1	X	X		Check cylinder temperatures at available load.		
2	X	X		Inspect air cleaner indicator.		
3	X	X		Check coolant level systems.		
4	X	X		Check battery level and maintain.		
5	X	X		Check operation of battery charging equipment.		
6	X	X		Inspect Altronic display for alarms and check spark energy level		
7				Check engine oil level add as needed.		
8		X		Check overall appearance for any unusual: Noise, Vibration, Loose Bolts or Nuts, and Coolant, Oil Leaks, and Gas Leaks		
9		X		Check crankcase pressure gauge and adjust valve accordingly, if needed.		
10		X		Check for the presence of any alarms on the computer and on GENCON.		
11		X		Check that all display data readings are in their normal ranges.		
12	X			Change lubricating oil As required		
13	X			Change lube oil filters and bypass oil filter.		
14	X			Analyze oil reports for wear particles and contamination.		
15	X	X		Inspect gas train pressure gauges for proper supply pressures.		
16		X		Change air filter as needed.		
17	X			Check intercooler drain for coolant leaks.		
18	X	X		Check and adjust pre-chamber valve lash; record changes. As required		
19		X		Check degree of protection and PH.		
20		X		Check exhaust flex connections for leaks or loose fittings.		
21		X		Check operation of jacket water heater.		
22		X		Lubricate necessary fittings.		
23	X			Inspect governor linkage operation.		
24		X		Inspect electronic governor connections, actuator, and coupling.		
25	X			Repair minor coolant, lube oil, and gas leaks, engine related.		
26	X			Check spark plug ignition wires, mag pickup wires, and hall effect pickup wires. Inspect the spark plugs.		
27	X			Check operation of remote fans, louvers, and radiators.		
28	X			Inspect generator and AVR.		
29				Inspect generator bearing and stator RTD readings.		
30		X		Check auto start/stop controls.		
31		X		Check safety shutdowns.		
32	X			Dispose of all used material in accordance with applicable regulations.		
33	X			Check the starting motors.		
34	X			Visually inspect the pre-chamber holders. As required		

EXHIBIT A (CONTINUED) – WORK TO BE PERFORMED (NATURAL GAS)				
	A.	B.		
35	X			Check air/fuel ratio controller for proper operation.
36	X			Check Delta P controller for proper operation.
37	X			Inspection of gas regulator and solenoid valve.
38	X			Inspect radiator cleanliness and proper operation.
39	X			Inspect radiator belts, grease fittings, if needed.
40	X	X		Operate generator set and verify correct voltage and frequency.
41	X			Load test machine through operation of transfer switch and using building load. (*This will be done only with permission of the engineer on duty.)
42				Load test machine with onsite load bank
43		X		Check for proper operation of computer hardware and software.
44		X		Review service log for completeness and any follow-up required.
45.	X	X		Clean up work area and wipe down equipment

EXHIBIT A – WORK TO BE PERFORMED

		MACHINE DATA		SCHEDULED MAINTENANCE PER YEAR		PRICE PER VISIT
Make:	Mitsubishi	A.	FULL PM	1		\$770.00
Model:	6D22TC	B.	SYSTEM CHECK	1		\$128.00
Serial No.:	D990905777	C.				
Ref. No						
Owner:	Town of Secaucus – Born Street Pump Station					
	A.	B.	C.			
1.	X			Change lubricating oil		
2.	X			Change lube oil filters		
3.	X			Change fuel oil filters		
4.	X	X		Inspect air filter		
5.	X			Change air filter, if required		
6.				Adjust valves, as required by manufacturer.		
7.	X	X		Check coolant level and degree of protection and PH		
8.				Drain and flush cooling system and refill with 50% antifreeze solution		
9.	X	X		Inspect and adjust engine belts		
10.	X	X		Check flex connections and mountings		
11.	X	X		Check operation of jacket water heater		
12.				Change jacket water heater hoses, as required		
13.	X	X		Check battery level and maintain		
14.	X	X		Check operation of battery charging equipment		
15.	X	X		Lubricate necessary fittings		
16.	X			Inspect governor linkage, oil level and control		
17.	X			Inspect electronic governor connections		
18.	X	X		Repair minor coolant, lube and fuel leaks		
19.	X	X		Inspect day tank and pump control		
20.				Inspect spark plugs, magneto and coils; replace plugs as required		
21.	X	X		Drain condensate from day tank, if accessible		
22.	X			Check operation of remote fans, pumps and louvers		
23.	X			Inspect generator; clean, if necessary		
24.	X	X		Check auto start/stop mode		
25.	X	X		Check safety shutdown		
26.	X	X		Test fault lamps and replace bad bulbs		
27.	X	X		Operate electric set and check or reset for correct voltage and frequency		
28.				Inspect and clean automatic transfer switch (ATS) without removing power from ATS and without transferring sources		
29.	X			Load test machine through operation of transfer switch and using building load. (*This will be done only with permission of the engineer on duty.)		
30.				Load test machine with onsite load bank (if available).		
31.				Load test machine with load bank(s) supplied by ENER-G Rudox		
32.	X	X		Dispose of all used material in accordance with applicable regulations		
33.	X			Sample used lube oil and spectrographically analyze for wear particles and contamination		
34.	X	X		Inspect fuel supply lines		
35.	X	X		Clean up work area and wipe down equipment		

EXHIBIT A – WORK TO BE PERFORMED

		MACHINE DATA		SCHEDULED MAINTENANCE PER YEAR		PRICE PER VISIT
Make:	John Deere	A.	FULL PM	1		\$730.00
Model:	4045HF285	B.	SYSTEM CHECK	1		\$110.00
Serial No.:	2654F	C.				
Ref. No						
Owner:	Town of Secaucus – High School Pump Station - 11 Mill Ridge Road					
	A.	B.	C.			
1.	X			Change lubricating oil		
2.	X			Change lube oil filters		
3.	X			Change fuel oil filters		
4.	X	X		Inspect air filter		
5.	X			Change air filter, if required		
6.				Adjust valves, as required by manufacturer.		
7.	X	X		Check coolant level and degree of protection and PH		
8.				Drain and flush cooling system and refill with 50% antifreeze solution		
9.	X	X		Inspect and adjust engine belts		
10.	X	X		Check flex connections and mountings		
11.	X	X		Check operation of jacket water heater		
12.				Change jacket water heater hoses, as required		
13.	X	X		Check battery level and maintain		
14.	X	X		Check operation of battery charging equipment		
15.	X	X		Lubricate necessary fittings		
16.	X			Inspect governor linkage, oil level and control		
17.	X			Inspect electronic governor connections		
18.	X	X		Repair minor coolant, lube and fuel leaks		
19.	X	X		Inspect day tank and pump control		
20.				Inspect spark plugs, magneto and coils; replace plugs as required		
21.	X	X		Drain condensate from day tank, if accessible		
22.	X			Check operation of remote fans, pumps and louvers		
23.	X			Inspect generator; clean, if necessary		
24.	X	X		Check auto start/stop mode		
25.	X	X		Check safety shutdown		
26.	X	X		Test fault lamps and replace bad bulbs		
27.	X	X		Operate electric set and check or reset for correct voltage and frequency		
28.				Inspect and clean automatic transfer switch (ATS) without removing power from ATS and without transferring sources		
29.	X			Load test machine through operation of transfer switch and using building load. (*This will be done only with permission of the engineer on duty.)		
30.				Load test machine with onsite load bank (if available).		
31.				Load test machine with load bank(s) supplied by ENER-G Rudox		
32.	X	X		Dispose of all used material in accordance with applicable regulations		
33.	X			Sample used lube oil and spectrographically analyze for wear particles and contamination		
34.	X	X		Inspect fuel supply lines		
35.	X	X		Clean up work area and wipe down equipment		

EXHIBIT A – WORK TO BE PERFORMED

		MACHINE DATA		SCHEDULED MAINTENANCE PER YEAR		PRICE PER VISIT
Make:	John Deere	A.	FULL PM	1		\$730.00
Model:	3029TF150	B.	SYSTEM CHECK	1		\$110.00
Serial No.:	CD3029L298952	C.				
Ref. No						
Owner:	Town of Secaucus – River Road Pump Station					
	A.	B.	C.			
1.	X					Change lubricating oil
2.	X					Change lube oil filters
3.	X					Change fuel oil filters
4.	X	X				Inspect air filter
5.	X					Change air filter, if required
6.						Adjust valves, as required by manufacturer.
7.	X	X				Check coolant level and degree of protection and PH
8.						Drain and flush cooling system and refill with 50% antifreeze solution
9.	X	X				Inspect and adjust engine belts
10.	X	X				Check flex connections and mountings
11.	X	X				Check operation of jacket water heater
12.						Change jacket water heater hoses, as required
13.	X	X				Check battery level and maintain
14.	X	X				Check operation of battery charging equipment
15.	X	X				Lubricate necessary fittings
16.	X					Inspect governor linkage, oil level and control
17.	X					Inspect electronic governor connections
18.	X	X				Repair minor coolant, lube and fuel leaks
19.	X	X				Inspect day tank and pump control
20.						Inspect spark plugs, magneto and coils; replace plugs as required
21.	X	X				Drain condensate from day tank, if accessible
22.	X					Check operation of remote fans, pumps and louvers
23.	X					Inspect generator; clean, if necessary
24.	X	X				Check auto start/stop mode
25.	X	X				Check safety shutdown
26.	X	X				Test fault lamps and replace bad bulbs
27.	X	X				Operate electric set and check or reset for correct voltage and frequency
28.						inspect and clean automatic transfer switch (ATS) without removing power from ATS and without transferring sources
29.	X					Load test machine through operation of transfer switch and using building load. (*This will be done only with permission of the engineer on duty.)
30.						Load test machine with onsite load bank (if available).
31.						Load test machine with load bank(s) supplied by ENER-G Rudox
32.	X	X				Dispose of all used material in accordance with applicable regulations
33.	X					Sample used lube oil and spectrographically analyze for wear particles and contamination
34.	X	X				Inspect fuel supply lines
35.	X	X				Clean up work area and wipe down equipment

EXHIBIT A – WORK TO BE PERFORMED

		MACHINE DATA			SCHEDULED MAINTENANCE PER YEAR		PRICE PER VISIT
Make:	John Deere	A.	FULL PM		1	\$909.00	
Model:	6068HF285	B.	SYSTEM CHECK		1	\$128.00	
Serial No.:	L050507	C.					
Ref. No							
Owner:	Town of Secaucus – OEM 325 Centre Avenue						
	A.	B.	C.				
1.	X			Change lubricating oil			
2.	X			Change lube oil filters			
3.	X			Change fuel oil filters			
4.	X	X		Inspect air filter			
5.	X			Change air filter, if required			
6.				Adjust valves, as required by manufacturer.			
7.	X	X		Check coolant level and degree of protection and PH			
8.				Drain and flush cooling system and refill with 50% antifreeze solution			
9.	X	X		Inspect and adjust engine belts			
10.	X	X		Check flex connections and mountings			
11.	X	X		Check operation of jacket water heater			
12.				Change jacket water heater hoses, as required			
13.	X	X		Check battery level and maintain			
14.	X	X		Check operation of battery charging equipment			
15.	X	X		Lubricate necessary fittings			
16.	X			Inspect governor linkage, oil level and control			
17.	X			Inspect electronic governor connections			
18.	X	X		Repair minor coolant, lube and fuel leaks			
19.	X	X		Inspect day tank and pump control			
20.				Inspect spark plugs, magneto and coils; replace plugs as required			
21.	X	X		Drain condensate from day tank, if accessible			
22.	X			Check operation of remote fans, pumps and louvers			
23.	X			Inspect generator; clean, if necessary			
24.	X	X		Check auto start/stop mode			
25.	X	X		Check safety shutdown			
26.	X	X		Test fault lamps and replace bad bulbs			
27.	X	X		Operate electric set and check or reset for correct voltage and frequency			
28.				Inspect and clean automatic transfer switch (ATS) without removing power from ATS and without transferring sources			
29.	X			Load test machine through operation of transfer switch and using building load. (*This will be done only with permission of the engineer on duty.)			
30.				Load test machine with onsite load bank (if available).			
31.				Load test machine with load bank(s) supplied by ENER-G Rudox			
32.	X	X		Dispose of all used material in accordance with applicable regulations			
33.	X			Sample used lube oil and spectrographically analyze for wear particles and contamination			
34.	X	X		Inspect fuel supply lines			
35.	X	X		Clean up work area and wipe down equipment			

EXHIBIT A – WORK TO BE PERFORMED

		MACHINE DATA		SCHEDULED MAINTENANCE PER YEAR		PRICE PER VISIT
Make:	John Deere	A.	FULL PM	1		\$730.00
Model:	4024HF285	B.	SYSTEM CHECK	1		\$110.00
Serial No.:	PE4045L119304	C.				
Ref. No						
Owner:	Town of Secaucus – OEM 1377 Patterson Plank Road					
	A.	B.	C.			
1.	X			Change lubricating oil		
2.	X			Change lube oil filters		
3.	X			Change fuel oil filters		
4.	X	X		Inspect air filter		
5.	X			Change air filter, if required		
6.				Adjust valves, as required by manufacturer.		
7.	X	X		Check coolant level and degree of protection and PH		
8.				Drain and flush cooling system and refill with 50% antifreeze solution		
9.	X	X		Inspect and adjust engine belts		
10.	X	X		Check flex connections and mountings		
11.	X	X		Check operation of jacket water heater		
12.				Change jacket water heater hoses, as required		
13.	X	X		Check battery level and maintain		
14.	X	X		Check operation of battery charging equipment		
15.	X	X		Lubricate necessary fittings		
16.	X			Inspect governor linkage, oil level and control		
17.	X			Inspect electronic governor connections		
18.	X	X		Repair minor coolant, lube and fuel leaks		
19.	X	X		Inspect day tank and pump control		
20.				Inspect spark plugs, magneto and coils; replace plugs as required		
21.	X	X		Drain condensate from day tank, if accessible		
22.	X			Check operation of remote fans, pumps and louvers		
23.	X			Inspect generator; clean, if necessary		
24.	X	X		Check auto start/stop mode		
25.	X	X		Check safety shutdown		
26.	X	X		Test fault lamps and replace bad bulbs		
27.	X	X		Operate electric set and check or reset for correct voltage and frequency		
28.				Inspect and clean automatic transfer switch (ATS) without removing power from ATS and without transferring sources		
29.	X			Load test machine through operation of transfer switch and using building load. (*This will be done only with permission of the engineer on duty.)		
30.				Load test machine with onsite load bank (if available).		
31.				Load test machine with load bank(s) supplied by ENER-G Rudox		
32.	X	X		Dispose of all used material in accordance with applicable regulations		
33.	X			Sample used lube oil and spectrographically analyze for wear particles and contamination		
34.	X	X		Inspect fuel supply lines		
35.	X	X		Clean up work area and wipe down equipment		

EXHIBIT A – WORK TO BE PERFORMED

		MACHINE DATA			SCHEDULED MAINTENANCE PER YEAR		PRICE PER VISIT
Make:	John Deere	A.	FULL PM		1	\$730.00	
Model:	4045HF285	B.	SYSTEM CHECK		1	\$110.00	
Serial No.:	PE4045L230940	C.					
Ref. No							
Owner:	Town of Secaucus – OEM 1377 Patterson Plank Road						
	A.	B.	C.				
1.	X			Change lubricating oil			
2.	X			Change lube oil filters			
3.	X			Change fuel oil filters			
4.	X	X		Inspect air filter			
5.	X			Change air filter, if required			
6.				Adjust valves, as required by manufacturer.			
7.	X	X		Check coolant level and degree of protection and PH			
8.				Drain and flush cooling system and refill with 50% antifreeze solution			
9.	X	X		Inspect and adjust engine belts			
10.	X	X		Check flex connections and mountings			
11.	X	X		Check operation of jacket water heater			
12.				Change jacket water heater hoses, as required			
13.	X	X		Check battery level and maintain			
14.	X	X		Check operation of battery charging equipment			
15.	X	X		Lubricate necessary fittings			
16.	X			Inspect governor linkage, oil level and control			
17.	X			Inspect electronic governor connections			
18.	X	X		Repair minor coolant, lube and fuel leaks			
19.	X	X		Inspect day tank and pump control			
20.				Inspect spark plugs, magneto and coils; replace plugs as required			
21.	X	X		Drain condensate from day tank, if accessible			
22.	X			Check operation of remote fans, pumps and louvers			
23.	X			Inspect generator; clean, if necessary			
24.	X	X		Check auto start/stop mode			
25.	X	X		Check safety shutdown			
26.	X	X		Test fault lamps and replace bad bulbs			
27.	X	X		Operate electric set and check or reset for correct voltage and frequency			
28.				Inspect and clean automatic transfer switch (ATS) without removing power from ATS and without transferring sources			
29.	X			Load test machine through operation of transfer switch and using building load. (*This will be done only with permission of the engineer on duty.)			
30.				Load test machine with onsite load bank (if available).			
31.				Load test machine with load bank(s) supplied by ENER-G Rudox			
32.	X	X		Dispose of all used material in accordance with applicable regulations			
33.	X			Sample used lube oil and spectrographically analyze for wear particles and contamination			
34.	X	X		Inspect fuel supply lines			
35.	X	X		Clean up work area and wipe down equipment			

EXHIBIT A – WORK TO BE PERFORMED

		MACHINE DATA		SCHEDULED MAINTENANCE PER YEAR		PRICE PER VISIT
Make:	Cummins	A.	FULL PM	1		\$1,910.00
Model:	QSK23	B.	SYSTEM CHECK	1		\$195.00
Serial No.:	00313326	C.				
Ref. No						
Owner:	Town of Secaucus – Golden Avenue Pump Station					
	A.	B.	C.			
1.	X			Change lubricating oil		
2.	X			Change lube oil filters		
3.	X			Change fuel oil filters		
4.	X	X		Inspect air filter		
5.	X			Change air filter, if required		
6.				Adjust valves, as required by manufacturer.		
7.	X	X		Check coolant level and degree of protection and PH		
8.				Drain and flush cooling system and refill with 50% antifreeze solution		
9.	X	X		Inspect and adjust engine belts		
10.	X	X		Check flex connections and mountings		
11.	X	X		Check operation of jacket water heater		
12.				Change jacket water heater hoses, as required		
13.	X	X		Check battery level and maintain		
14.	X	X		Check operation of battery charging equipment		
15.	X	X		Lubricate necessary fittings		
16.	X			Inspect governor linkage, oil level and control		
17.	X			Inspect electronic governor connections		
18.	X	X		Repair minor coolant, lube and fuel leaks		
19.	X	X		Inspect day tank and pump control		
20.				Inspect spark plugs, magneto and coils; replace plugs as required		
21.	X	X		Drain condensate from day tank, if accessible		
22.	X			Check operation of remote fans, pumps and louvers		
23.	X			Inspect generator; clean, if necessary		
24.	X	X		Check auto start/stop mode		
25.	X	X		Check safety shutdown		
26.	X	X		Test fault lamps and replace bad bulbs		
27.	X	X		Operate electric set and check or reset for correct voltage and frequency		
28.				Inspect and clean automatic transfer switch (ATS) without removing power from ATS and without transferring sources		
29.	X			Load test machine through operation of transfer switch and using building load. (*This will be done only with permission of the engineer on duty.)		
30.				Load test machine with onsite load bank (if available).		
31.				Load test machine with load bank(s) supplied by ENER-G Rudox		
32.	X	X		Dispose of all used material in accordance with applicable regulations		
33.	X			Sample used lube oil and spectrographically analyze for wear particles and contamination		
34.	X	X		Inspect fuel supply lines		
35.	X	X		Clean up work area and wipe down equipment		

EXHIBIT A – WORK TO BE PERFORMED (NATURAL GAS)

		MACHINE DATA		SCHEDULED MAINTENANCE PER YEAR		PRICE PER VISIT
Make:	GM Vortec	A.	FULL PM	1		\$577.00
Model:	4.3	B.	SYSTEM CHECK	1		\$108.00
Serial No.:	39001045	C.				
Ref. No						
Owner:	Town of Secaucus – WH&L Firehouse - 2725 County Ave					
	A.	B.	C.			
1	X	X				Check cylinder temperatures at available load.
2	X	X				Inspect air cleaner indicator.
3	X	X				Check coolant level systems.
4	X	X				Check battery level and maintain.
5	X	X				Check operation of battery charging equipment.
6	X	X				Inspect Altronic display for alarms and check spark energy level
7						Check engine oil level add as needed.
8		X				Check overall appearance for any unusual: Noise, Vibration, Loose Bolts or Nuts, and Coolant, Oil Leaks, and Gas Leaks
9		X				Check crankcase pressure gauge and adjust valve accordingly, if needed.
10		X				Check for the presence of any alarms on the computer and on GENCON.
11		X				Check that all display data readings are in their normal ranges.
12	X					Change lubricating oil As required
13	X					Change lube oil filters and bypass oil filter.
14	X					Analyze oil reports for wear particles and contamination.
15	X	X				Inspect gas train pressure gauges for proper supply pressures.
16		X				Change air filter as needed.
17	X					Check intercooler drain for coolant leaks.
18	X	X				Check and adjust pre-chamber valve lash; record changes. As required
19		X				Check degree of protection and PH.
20		X				Check exhaust flex connections for leaks or loose fittings.
21		X				Check operation of jacket water heater.
22		X				Lubricate necessary fittings.
23	X					Inspect governor linkage operation.
24		X				Inspect electronic governor connections, actuator, and coupling.
25	X					Repair minor coolant, lube oil, and gas leaks, engine related.
26	X					Check spark plug ignition wires, mag pickup wires, and hall effect pickup wires. Inspect the spark plugs.
27	X					Check operation of remote fans, louvers, and radiators.
28	X					Inspect generator and AVR.
29						Inspect generator bearing and stator RTD readings.
30		X				Check auto start/stop controls.
31		X				Check safety shutdowns.
32	X					Dispose of all used material in accordance with applicable regulations.
33	X					Check the starting motors.
34	X					Visually inspect the pre-chamber holders. As required

EXHIBIT A (CONTINUED) – WORK TO BE PERFORMED (NATURAL GAS)				
	A.	B.		
35	X			Check air/fuel ratio controller for proper operation.
36	X			Check Delta P controller for proper operation.
37	X			Inspection of gas regulator and solenoid valve.
38	X			Inspect radiator cleanliness and proper operation.
39	X			Inspect radiator belts, grease fittings, if needed.
40	X	X		Operate generator set and verify correct voltage and frequency.
41	X			Load test machine through operation of transfer switch and using building load. (*This will be done only with permission of the engineer on duty.)
42				Load test machine with onsite load bank
43		X		Check for proper operation of computer hardware and software.
44		X		Review service log for completeness and any follow-up required.
45	X	X		Clean up work area and wipe down equipment

EXHIBIT A – WORK TO BE PERFORMED

EXHIBIT A – WORK TO BE PERFORMED					
	MACHINE DATA			SCHEDULED MAINTENANCE PER YEAR	PRICE PER VISIT
Make:	Kubota			A. FULL PM	1 \$600.00
Model:	V2203-BG-ES			B. SYSTEM CHECK	1 \$108.00
Serial No.:	OSG1209				
Ref. No					
Owner:	Town of Secaucus – Secaucus Road Gate 11 Secaucus rd				
	A.	B.	C.		
1.	X			Change lubricating oil	
2.	X			Change lube oil filters	
3.	X			Change fuel oil filters	
4.	X	X		Inspect air filter	
5.	X			Change air filter, if required	
6.				Adjust valves, as required by manufacturer.	
7.	X	X		Check coolant level and degree of protection and PH	
8.				Drain and flush cooling system and refill with 50% antifreeze solution	
9.	X	X		Inspect and adjust engine belts	
10.	X	X		Check flex connections and mountings	
11.	X	X		Check operation of jacket water heater	
12.				Change jacket water heater hoses, as required	
13.	X	X		Check battery level and maintain	
14.	X	X		Check operation of battery charging equipment	
15.	X	X		Lubricate necessary fittings	
16.	X			Inspect governor linkage, oil level and control	
17.	X			Inspect electronic governor connections	
18.	X	X		Repair minor coolant, lube and fuel leaks	
19.	X	X		Inspect day tank and pump control	
20.				Inspect spark plugs, magneto and coils; replace plugs as required	
21.	X	X		Drain condensate from day tank, if accessible	
22.	X			Check operation of remote fans, pumps and louvers	
23.	X			Inspect generator; clean, if necessary	
24.	X	X		Check auto start/stop mode	
25.	X	X		Check safety shutdown	
26.	X	X		Test fault lamps and replace bad bulbs	
27.	X	X		Operate electric set and check or reset for correct voltage and frequency	
28.				Inspect and clean automatic transfer switch (ATS) without removing power from ATS and without transferring sources	
29.	X			Load test machine through operation of transfer switch and using building load. (*This will be done only with permission of the engineer on duty.)	
30.				Load test machine with onsite load bank (if available).	
31.				Load test machine with load bank(s) supplied by ENER-G Rudox	
32.	X	X		Dispose of all used material in accordance with applicable regulations	
33.	X			Sample used lube oil and spectrographically analyze for wear particles and contamination	
34.	X	X		Inspect fuel supply lines	
35.	X	X		Clean up work area and wipe down equipment	

EXHIBIT A – WORK TO BE PERFORMED

		MACHINE DATA		SCHEDULED MAINTENANCE PER YEAR		PRICE PER VISIT
Make:	GENERAC	A.	FULL PM	1		\$360.00
Model:	30KW	B.	SYSTEM CHECK	1		\$216.00
Serial No.:	3001489537					
Ref. No						
Owner:	Town of Secaucus – ENGINE # 3 146 CENTRE AVE					
	A.	B.	C.			
1.	X			Change lubricating oil		
2.	X			Change lube oil filters		
3.	X			Change fuel oil filters		
4.	X	X		Inspect air filter		
5.	X			Change air filter, if required		
6.	X			Adjust valves, as required by manufacturer.		
7.	X	X		Check coolant level and degree of protection and PH		
8.				Drain and flush cooling system and refill with 50% antifreeze solution		
9.	X	X		Inspect and adjust engine belts		
10.	X	X		Check flex connections and mountings		
11.	X	X		Check operation of jacket water heater		
12.	X			Change jacket water heater hoses, as required		
13.	X	X		Check battery level and maintain		
14.	X	X		Check operation of battery charging equipment		
15.	X	X		Lubricate necessary fittings		
16.	X			Inspect governor linkage, oil level and control		
17.	X			Inspect electronic governor connections		
18.	X	X		Repair minor coolant, lube and fuel leaks		
19.	X	X		Inspect day tank and pump control		
20.				Inspect spark plugs, magneto and coils; replace plugs as required		
21.	X	X		Drain condensate from day tank, if accessible		
22.	X			Check operation of remote fans, pumps and louvers		
23.	X			Inspect generator; clean, if necessary		
24.	X	X		Check auto start/stop mode		
25.	X	X		Check safety shutdown		
26.	X	X		Test fault lamps and replace bad bulbs		
27.	X	X		Operate electric set and check or reset for correct voltage and frequency		
28.				Inspect and clean automatic transfer switch (ATS) without removing power from ATS and without transferring sources		
29.	X			Load test machine through operation of transfer switch and using building load. (*This will be done only with permission of the engineer on duty.)		
30.		X		Load test machine with onsite load bank (if available).		
31.				Load test machine with load bank(s) supplied by ENER-G Rudox		
32.	X	X		Dispose of all used material in accordance with applicable regulations		
33.	X			Sample used lube oil and spectrographically analyze for wear particles and contamination		
34.	X	X		Inspect fuel supply lines		
35.	X	X		Clean up work area and wipe down equipment		

EXHIBIT A – WORK TO BE PERFORMED (NATURAL GAS)

EXHIBIT A – WORK TO BE PERFORMED (NATURAL GAS)					
		MACHINE DATA		SCHEDULED MAINTENANCE PER YEAR	PRICE PER VISIT
Make:	MITSUBISHI	A.	FULL PM	1	\$1,042.80
Model:	6D22C	B.	SYSTEM CHECK	1	\$195.00
Serial No.:	99381154	C.			
Ref. No					
Owner:	Town of Secaucus Library- 1379 Patterson Plank Road				
	A.	B.	C.		
1	X	X			Check cylinder temperatures at available load.
2	X	X			Inspect air cleaner indicator.
3	X	X			Check coolant level systems.
4	X	X			Check battery level and maintain.
5	X	X			Check operation of battery charging equipment.
6	X	X			Inspect Altronic display for alarms and check spark energy level
7					Check engine oil level add as needed.
8		X			Check overall appearance for any unusual: Noise, Vibration, Loose Bolts or Nuts, and Coolant, Oil Leaks, and Gas Leaks
9		X			Check crankcase pressure gauge and adjust valve accordingly, if needed.
10		X			Check for the presence of any alarms on the computer and on GENCON.
11		X			Check that all display data readings are in their normal ranges.
12	X				Change lubricating oil As required
13	X				Change lube oil filters and bypass oil filter.
14	X				Analyze oil reports for wear particles and contamination.
15	X	X			Inspect gas train pressure gauges for proper supply pressures.
16		X			Change air filter as needed.
17	X				Check intercooler drain for coolant leaks.
18	X	X			Check and adjust pre-chamber valve lash; record changes. As required
19		X			Check degree of protection and PH.
20		X			Check exhaust flex connections for leaks or loose fittings.
21		X			Check operation of jacket water heater.
22		X			Lubricate necessary fittings.
23	X				Inspect governor linkage operation.
24		X			Inspect electronic governor connections, actuator, and coupling.
25	X				Repair minor coolant, lube oil, and gas leaks, engine related.
26	X				Check spark plug ignition wires, mag pickup wires, and hall effect pickup wires. Inspect the spark plugs.
27	X				Check operation of remote fans, louvers, and radiators.
28	X				Inspect generator and AVR.
29					Inspect generator bearing and stator RTD readings.
30		X			Check auto start/stop controls.
31		X			Check safety shutdowns.
32	X				Dispose of all used material in accordance with applicable regulations.
33	X				Check the starting motors.
34	X				Visually inspect the pre-chamber holders. As required

EXHIBIT A (CONTINUED) – WORK TO BE PERFORMED (NATURAL GAS)			
	A.	B.	
35	X		Check air/fuel ratio controller for proper operation.
36	X		Check Delta P controller for proper operation.
37	X		Inspection of gas regulator and solenoid valve.
38	X		Inspect radiator cleanliness and proper operation.
39	X		Inspect radiator belts, grease fittings, if needed.
40	X	X	Operate generator set and verify correct voltage and frequency.
41	X		Load test machine through operation of transfer switch and using building load. (*This will be done only with permission of the engineer on duty.)
42			Load test machine with onsite load bank
43		X	Check for proper operation of computer hardware and software.
44		X	Review service log for completeness and any follow-up required.
45	X	X	Clean up work area and wipe down equipment

EXHIBIT B – BILLING PROCEDURE

Preventative maintenance shall be prepaid to Ener-G Rudox LLC by OWNER on the commencement date of this agreement annually in accordance with the rates enclosed herein.

Additional work will be billed on a time and material basis using standard labor and parts prices in effect at the time the service is performed.

Labor rate at the time of this proposal will be \$125.00 per hour and mileage rate will be \$2.50 per mile.

Any work performed other than that listed on Exhibit A will be billed on the following schedule.

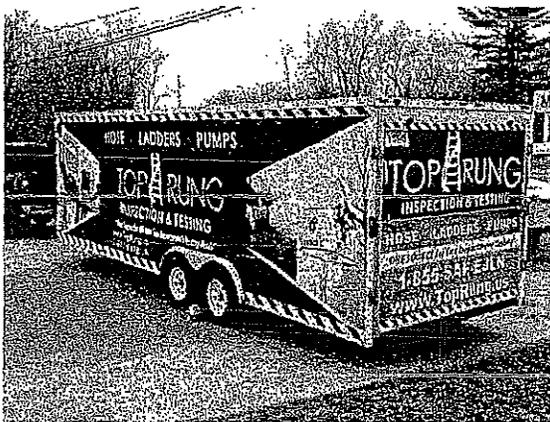
1. Parts and supplies – standard parts prices at the time service is performed plus special handling and air freight, if required.
2. Labor time is portal to portal and based on:
 - Standard rate between 7:00 AM and 4:00 PM weekdays (normal work days)
 - Sundays – double the standard rate
 - Holidays – two and a half times the standard rate
 - All other time is one and a half times the standard rate
3. For serviceman called to the job at times other than normal hours there is a minimum charge of four (4) hours. If call is between 7:00 AM and 12:00 PM on Saturday when Centrica Business Solutions is open there will be no minimum charge.
4. Mileage to and from jobsite and tolls.
5. Extra parts required at 10% discount.
6. Extra service labor required at 10% discount.
7. Generator rental required at 10% discount.

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Technical Proposal
Ground Ladder Testing
Aerial Ladder Inspection and
Testing Fire Hose Testing
Fire Apparatus Pump Testing
Secaucus Fire Department

TOP RUNG



7 Vista Drive
Old Lyme, Connecticut

B/P# 01-21-012 Rev.
No. 1

7 Vista Drive
Old Lyme CT 06371

TOP RUNG

Office 860-434-3443
Fax 860-434-3448

A DIVISION OF JLN ASSOCIATES, LLC

Quote#: 01-21-012 R-1

TO: Chief Joseph Schoendorf
Secaucus Fire Department
1203 Paterson Plant Road
Secaucus NJ 07094

Services: NFPA 1932 Fire Service Ground Ladders,
NFPA 1962 Hose Testing

Top Rung is a third-party testing company with a long history of working with the fire service by testing fire department aerial devices, ground ladders, fire pumps and fire hose. Top Rung testing procedures are prepared in accordance with NFPA 1911/NFPA 1932 and ISO 17020.

Top Rung is pleased to provide you the following quote for services. Should you have any questions or require any clarifications please do not hesitate to contact me.

Ladder Inspection and Test

- Ladder will be labeled.
- Department will receive inspection report for each ladder inspected and tested.
- Top Rung will perform ground ladder testing that complies with NFPA 1932 2015
- Reports Detailed reports are prepared with the results of all testing.

PRICING-Ladders

Fire Department Ground Ladders 1.85 per foot

Annual Aerial Device Inspection:

Top Rung proposes Annual Aerial Inspection Service.

All inspection and test activities are conducted in accordance with NFPA Standard 1911: "Standard for the Inspection, Maintenance, Testing and Retirement of in—Service Automotive Fire Apparatus."

The Annual Aerial Inspection Service includes, but is not limited to,

- Load test
- Operational tests
- Water way tests
- Hydraulic fluid analysis.

A detailed written report will be provided.

Annual Aerial Ladder Inspections Pricing

- | | | |
|---------------------------------------|------------|------------|
| • Aerial Annual Inspection | \$600.00 | per Unit |
| • Oil sampling and testing | \$38.00 | per Sample |
| • NTD 5 year Inspection (if Required) | \$1,700.00 | Per Unit |

7 Vista Drive
Old Lyme CT 06371

TOPRUNG

Office 860-434-3443
Fax 860-434-3448

A DIVISION OF JLN ASSOCIATES, LLC

Hose Testing

Fire hose testing includes:

- Removal of fire hose from apparatus or storage.
- Labeling and recording of all information for each length of hose.
- Rolling and repacking of fire hose in the same place and manner as it was removed or as you would prefer.
- Attack fire hose shall be service tested to a minimum of 300 psi.
- Supply fire hose shall be service tested to a minimum of 200 psi.
- Reminder NFPA 1962 States-Hose manufactured prior to July 1987 shall be removed from service.

The JLN team will unroll or unpack the hose and lay the hose out into a test configuration.

Prior to initiating the hose testing process a thorough inspection of each length will be conducted and each length's hose identifier will be logged and visual inspection documented.

Hose testing will be in accordance with NFPA 1962.

Hose will be barcoded to assist with inventory and maintenance of test records.

Reports Detailed reports are prepared with the results of all testing.

Hose Testing PRICE .23 Cents per foot

Specialty Services-Per NFPA 1962 2015

- Service-testing of Appliances. \$20.00-Upon Request
- Nozzle Flow Rate Verification, Nozzle Flow Verification \$13.00 per Nozzle.-Upon Request
- Suction Vacuum Testing- \$20.00 per standard 10 foot length.-Upon Request
- System tests — each pre-connected line or any attack line used for interior firefighting operations on a fire apparatus, together with the nozzle or hose connected appliance it supplies, shall be flow tested as a system at least annually.

The purpose of NFPA 1962 is to provide a reasonable level of safety for users of fire hose and a reasonable degree of assurance that the hose, coupling assemblies, appliances and nozzles will perform as designed. This applies to the care of all types of fire hose, coupling assemblies, appliances and nozzles while in service, in use and after use, including inspecting and service testing.

7 Vista Drive
Old Lyme CT 06371

TOP RUNG

Office 860-434-3443
Fax 860-434-3448

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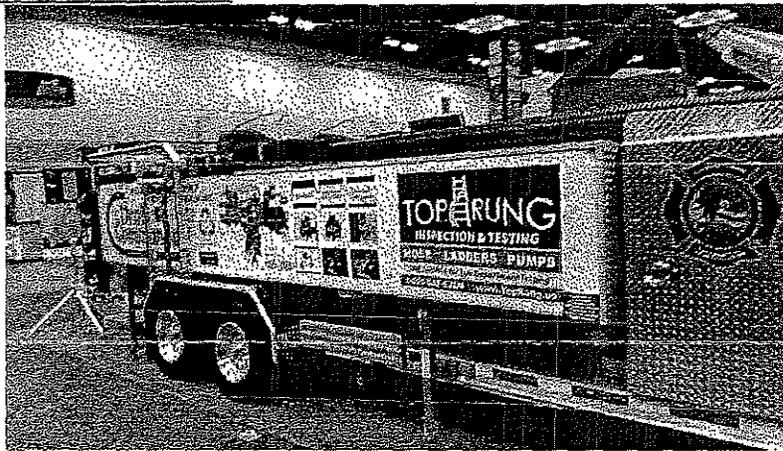
Fire Pump Testing

Top Rung utilizes the State of the Art Draft Commander Pump Test Trailer allowing the pump test to be done simultaneously when the ladders and hoses are being tested. The pump test can be completed at the station. Reducing the out of service time to 1.5 for all the annual required service inspection and test per year.

- 63 Point Inspection List
- 5 minute dry vacuum test,
- Timed primer test,
- 20 minute test at rated capacity and 150 PSI,
- 5 minute "spurt" (overload) test at rated capacity and 165 psi, (Not required by ISO but recommended by NFPA)
- 10 minute test at 70 percent capacity and 200 psi,
- 10 minute test at 50 percent capacity and 250 psi.
- Tank to Pump Test

Reports Detailed reports are prepared with the results of all testing.

Pump Testing Pricing 275.00 per Unit



Testing Price Summary based on supplied Data:

Ground Ladders	+700 Feet	@\$1.85 per ft	=\$1,295.00
Aerial	2 Aerial	@\$600.00	=\$1,276.00 w/oil sample
Fire Hose	23,394 Feet	@\$0.23 per ft	=\$5,381.00
Pumps	6 Pumps	@275.00	=\$1,650.00

TOTAL-Testing Estimate \$9,602.00

TOP RUNG

7 Vista Drive
Old Lyme CT 06371

Office 860-434-3443
Fax 860-434-3448

A DIVISION OF JLN ASSOCIATES, LLC

Reports

Detailed reports are prepared with the results of all testing.

Delivery:

- Schedule at mutual agreed upon time.
- Mobilization/Demobilization miles each direction. 85 Cents per mile, Per test vehicle
- Tolls will be invoiced
- Actual to be invoiced-estimate 2 Trucks @ 236 miles
- \$430.00

Thank you for your giving JLN/Top Rung the opportunity to provide the Secaucus Fire Department this proposal. Please contact me with any questions or need for clarifications.

Thank you,
John L. Nickerson
John L. Nickerson
Principal
Top Rung Inspection and Testing
JLN Associates, LLC

FireFlow Services Inc.
 500 Campus Drive Suite C
 Mount Holly, NJ 08060



ADDRESS

Secaucus Fire Department
 1377 Paterson Plank Road
 Secaucus, NJ 07094

QUOTE # 2917

DATE 01/13/2021

EXPIRATION DATE 12/31/2021

Aerial Ladder Testing			
Annually Aerial Test	2	1,050.00	2,100.00
Aerial test will consist of:			
Visual Inspection of Aerial Device			
Operational Test of Aerial Device			
Functional Test of Aerial Device			
Test will be performed by Aerial Test Company			
Fire Pump Testing			
Annually Fire Pump Testing	6	300.00	1,800.00
Perform on site pump testing per NFPA 1911			
Ground Ladder Testing			
Annually Ground Testing per Perform NFPA 1932	31	50.00	1,550.00
Ground Ladder Test-Price is PER LADDER			
Special Note			
*** IF NEED TO BE REPLACE ***	1	0.00	0.00
PRICE: \$ 3.00 per sticker			
Heat sensor stickers for Ground Ladder per NFPA			
Required:			
* 4 Heat Sensor stickers for Main Section and Fly Section.			
Hose Testing			
Annually Fire Hose Testing	24,000	0.23	5,520.00
Perform fire hose testing per NFPA 1962 standards			

If you need an Aerial Test please contact our Sub-Contractor Aerial Testing Company to receive FireFlow customer pricing.
 ATC - (800) 237-1197

TOTAL

\$10,970.00

Accepted By

Accepted Date

Resolution No. _____

**TOWN OF SECAUCUS
COUNTY OF HUDSON, STATE OF NEW JERSEY**

**A RESOLUTION ON BEHALF OF THE TOWN OF SECAUCUS AUTHORIZING
THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR VIDEO PRODUCTION,
GRAPHIC DESIGN, AND PHOTOGRAPHY TO FLANAGAN PRODUCTIONS, LLC**

WHEREAS, the Town of Secaucus would like to continue the services of a professional company for Video Production, Graphic Design, and Photography in order to continue to service the residents, visitors and public; and

WHEREAS, Flanagan Productions, LLC of 500 Paterson Plank Road, Union City, NJ 07087 has submitted proposal 4136, that was presented to the qualified purchasing agent, providing for these services for an amount not to exceed Forty-One Thousand Two Hundred Dollars and 00/100 (\$41,200.00); and

WHEREAS, Flanagan Productions, LLC has submitted a Pay to Play disclosure form which certifies that Flanagan Productions, LLC has not made any reportable contributions to a political or candidate committee in the Town of Secaucus in the previous year, and that the contract will prohibit them from making any reportable contributions through the term of the contract, in compliance with necessary regulations and measure of the State of New Jersey under N.J.S.A. 19-44A-20.27; and

WHEREAS, the Chief Financial Officer has determined that sufficient funds to award this contract are available under line item 01-2010-00-11012-069

NOW THEREFORE, BE IT RESOLVED, that the Mayor and Council for the Town of Secaucus, County of Hudson, State of New Jersey award the contract for Video Production, Graphic Design, and Photography to Flanagan Productions, LLC at an amount not to exceed Forty-One Thousand Two Hundred Dollars and 00/100 (\$41,200.00); and

BE IT FURTHER RESOLVED, that said contract as described herein shall be for a one (1) year term, beginning on January 28, 2021; and

BE IT FURTHER RESOLVED, that Flanagan Productions, LLC shall provide any and all compliance information requested by the Town of Secaucus Office of Purchasing; and

BE IT FURTHER RESOLVED, that the Mayor, Town Administrator, or their designee are hereby authorized to execute any documents regarding the awarding of the contract with Flanagan Productions, LLC for Video Production, Graphic Design, and Photography as described herein; and

BE IT FURTHER RESOLVED, that the Mayor, Town Administrator, or their designee are hereby authorized to take any action necessary to effectuate the spirit and purpose of this resolution

Adopted: February 9, 2021

I, Michael Marra, Town Clerk of the Town of Secaucus, County of Hudson, do hereby certify that the above is a true copy of a resolution approved by the Mayor and Council on February 9, 2021.

	Mayor			
Town Clerk	Yes	No	Abstain	Absent
Motion:				
Second:				
Councilman Costantino				
Councilman McKeever				
Councilman Clancy				
Councilwoman Tringali				
Councilman Dehnert				
Councilman Gerbasio				
Mayor Gonnelli				

I, Sheetal Nagpal, Treasurer of the Town of Secaucus, do hereby certify that funds are available with the Local Budget Law NJSA 40A:4-2.

Account Number:

01-2010-00-11012-069

Amount \$ 44,200.00 Date: 2/5/2021

Sheetal Nagpal
Sheetal Nagpal

Resolution No. _____

**TOWN OF SECAUCUS
COUNTY OF HUDSON, STATE OF NEW JERSEY**

**A RESOLUTION ON BEHALF OF THE TOWN OF SECAUCUS AUTHORIZING
ADOPTION OF A TEMPORARY 2021 MUNICIPAL BUDGET**

WHEREAS, it is necessary for the Town of Secaucus to meet commitments and make payments of claims prior to the adoption of the 2021 Municipal Budget.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Town of Secaucus, that the following temporary budget be adopted; and

NOW, THEREFORE, BE IT RESOLVED, that a copy of the aforementioned adopted temporary budget be transmitted to the Chief Financial Officer for his records.

(See Attached Listing)

Account	Temporary Budget
01-2010-00-11011 Admin and Exec. S/W:	137,550.00
01-2010-00-11012 Admin and Exec. O/E:	123,532.50
01-2010-00-11022 Elections O/E:	5,250.00
01-2010-00-11031 Mayor & Council S/W:	66,543.75
01-2010-00-11032 Mayor & Council O/E:	393.76
01-2010-00-11041 Municipal Clerk's Office S/W:	51,581.25
01-2010-00-11042 Municipal Clerk's Office O/E:	25,856.25
01-2010-00-11051 Community Shuttle Bus S/W:	13,125.00
01-2010-00-11052 Community Shuttle Bus O/E:	0.00
01-2010-00-11081 Legal Services:	50,006.25
01-2010-00-11082 Legal Services & Costs O/E:	154,008.75
01-2010-00-11071 Municipal Court S/W:	143,062.50
01-2010-00-11072 Municipal Court O/E:	18,375.00
01-2010-00-11081 Engineering Services:	58,800.00
01-2010-00-11082 Engineering Svcs. & Costs	145,608.75
01-2010-00-11091 Public Bldgs. & Grounds	401,362.50
01-2010-00-11092 Public Bldgs. & Grounds	199,500.00
01-2010-00-11111 Office of Inspections S/W:	0.00
01-2010-00-11112 Office of Inspections O/E:	0.00
01-2010-00-11121 Planning Board S/W:	525.00
01-2010-00-11122 Planning Board O/E:	2,625.00
01-2010-00-11132 Zoning Costs O/E:	0.00
01-2010-00-11141 Board of Adjustment S/W:	1,050.00
01-2010-00-11142 Board of Adjustment O/E:	6,562.50
01-2010-00-11152 Group Ins. for Employees	1,355,812.50
01-2010-00-11161 Public Defender S/W:	0.00
01-2010-00-11162 Public Defender O/E:	18,375.00
01-2010-00-11172 Other Insurance O/E:	301,875.00
01-2010-00-11182 Liquid, TTL & Forfeits, O/E:	0.00
01-2010-00-11191 Information Technology S/W:	44,100.00
01-2010-00-11192 Information Technology O/E:	70,875.00
01-2010-00-11202 Postage-All Departments	17,062.50
01-2010-00-11212 Telephone-All Departments	60,375.00
01-2010-00-11222 Council of Mayors Contrib	0.00
01-2010-00-11223 NJ MEADOWLANDS	6,693.75
01-2010-00-11231 Environmental S & W:	19,556.25
01-2010-00-11232 Environmental	5,381.25
01-2010-00-11233 ENVIRONMENTAL	39,375.00
01-2010-00-11242 Municipal Service Act O/E:	32,812.50
01-2010-00-11252 Contingent O/E:	13,125.00
01-2010-00-11262 Judgements O/E:	0.00
01-2010-00-11302 Group Ins. for Employees	0.00
01-2010-00-11321 Construction Code Dept	194,250.00
01-2010-00-11322 Construction Code Dept.	38,062.50
01-2010-00-12031 Treasurer's Office S/W:	166,950.00
01-2010-00-12032 Treasurer's Office O/E:	85,050.00
01-2010-00-12041 Assessment of Taxes S/W:	51,712.50
01-2010-00-12042 Assessment of Taxes O/E:	4,987.50
01-2010-00-12051 Collection of Taxes S/W:	46,331.25
01-2010-00-12052 Collection of Taxes O/E:	4,725.01

Account	Temporary Budget
01-2010-00-12102 Tax Litigation O/E:	59,062.50
01-2010-00-12103 Reserve for Tax Appeals:	262,500.00
01-2010-00-12122 Annual Audit Expense O/E:	21,787.50
01-2010-00-21302 Fire Department O/E:	186,980.00
01-2010-00-21311 Police Department S/W:	2,546,250.00
01-2010-00-21312 Police Department O/E:	241,893.75
01-2010-00-21313 Police Department:	0.00
01-2010-00-21341 School Crossing Guards	91,875.00
01-2010-00-21342 School Crossing Guards	0.00
01-2010-00-21351 Office of Emergency Mgmt.	3,937.50
01-2010-00-21352 Office of Emergency Mgmt.	3,937.50
01-2010-00-21362 Emergency Medical Service	0.00
01-2010-00-21382 Fire Hydrant Services S/W:	66,625.00
01-2010-00-21391 Fire Inspector S/W:	84,000.00
01-2010-00-21392 Fire Inspector O/E:	6,188.75
01-2010-00-31501 Road Repair/Maintenance	1,102,500.00
01-2010-00-31502 Road Repairs/Maintenance	266,437.50
01-2010-00-31512 Street Lighting S/W:	94,500.00
01-2010-00-31522 Garbage & Trash Removal	328,125.00
01-2010-00-31531 Sewer System S/W:	4,200.00
01-2010-00-31532 Sewer System O/E:	19,687.50
01-2010-00-31541 Solid Waste Mgt. Recycling	53,812.51
01-2010-00-31542 Solid Waste Mgt. Recycling	0.00
01-2010-00-31572 Garbage Misc. O/E:	0.00
01-2010-00-31632 Electricity - All Depts. S/W:	136,500.00
01-2010-00-31642 Water - All Depts. S/W:	19,687.50
01-2010-00-41701 Board of Health S/W:	27,693.75
01-2010-00-41702 Board of Health:	3,281.25
01-2010-00-41711 Mosquito Control S/W:	0.00
01-2010-00-41712 Mosquito Control O/E:	0.00
01-2010-00-41722 40 milliridge lease prmt	19,687.50
01-2010-00-41723 Municipal Services Act.	0.00
01-2010-00-41741 Social Services S/W:	145,766.25
01-2010-00-41742 Social Services O/E:	13,912.50
01-2010-00-41751 MEALS ON WHEELS:	0.00
01-2010-00-41752 MEALS ON WHEEL:	0.00
01-2010-00-41801 PAYROLL:	10,500.00
01-2010-00-41802 Exceptional People of	5,250.00
01-2010-00-51801 Parks & Playgrounds S/W:	0.00
01-2010-00-51802 Parks & Playgrounds O/E:	57,750.00
01-2010-00-51811 RECREATIONAL	497,175.00
01-2010-00-51812 RECREATIONAL	21,393.75
01-2010-00-51817 RECREATIONAL	234,806.25
01-2010-00-51822 Celebration of Pub.Events	26,250.00
01-2010-00-51831 ICE RINK S&W:	39,375.00
01-2010-00-51832 ICE RINK O/E:	8,531.25
01-2010-00-51837 ICE RINK O/E:	0.00
01-2010-00-51842 Cultural Affairs O/E:	13,125.00
01-2010-00-51851 Park Attendant S/W:	0.00
01-2010-00-51852 Accumulated Leave	0.00

Account	Temporary Budget
01-2010-00-51862 Community Shuttle Bus Prg	0.00
01-2010-00-53012 Pool Utility Deficit O/E:	110,250.00
01-2010-00-53022 Reconstruction of Penthorn	0.00
01-2010-00-53023 Due to Federal & State Grant	0.00
01-2010-00-53024 Reconstruction of Sack	0.00
01-2010-00-53032 Deferred Charges:	109,579.06
01-2010-00-53202 Matching Fund for Grants	0.00
01-2010-00-53212 Contribution to PERS O/E:	376,354.91
01-2010-00-53222 Social Security O/E:	341,250.00
01-2010-00-53232 Consolidated Police&Fire	5,250.00
01-2010-00-53242 Contribution to PFRS O/E:	582,579.64
01-2010-00-53252 Early Retire.Incent.Prog.	0.00
01-2010-00-53262 State Unemployment Insur.	65,625.00
01-2010-00-53272 Workman's Compensation	0.00
01-2010-00-53282 Defined Contr Retir Progr	787.50
01-2010-00-53292 Payment of Tax Appeals	0.00
01-2010-00-54012 Payment of Bond Principal	598,500.00
01-2010-00-54022 Interest on Bonds O/E:	232,290.84
01-2010-00-54032 Interest on Notes O/E:	109,076.30
01-2010-00-54042 Haz.Disch.Loan-Principal	0.00
01-2010-00-54062 Note Principal PayDown	122,476.99
01-2010-00-54072 Environmental Tr.Princpl	48,783.13
01-2010-00-54082 Environmental Tr.Interest	3,647.11
01-2010-00-54092 GreenAcrtLL/Rink/BP Princ	16,550.52
01-2010-00-54102 GreenAcrtLL/Rink/BP Int	2,541.95
01-2010-00-54105 Vol. Emer. Serv. Loan	384.56
01-2010-00-54106 Vol. Emer. Serv. Loan	38.46
01-2010-00-54202 Emergency Authorization:	0.00
01-2010-00-54282 Ordinance 2010-39:	0.00
01-2010-00-54292 Various Caapital	0.00
01-2010-00-58022 Sec.Mun.Util.Auth. SMUA	860,622.51
01-2010-00-58032 Sep.Free Public Library O/E:	572,490.19
01-2010-00-58041 9-1-1 Emergency Svcs. SNV:	0.00
01-2010-00-58045 Employee Group Insurance:	0.00
01-2010-00-58072 Health Service Agreement	5,250.00
01-2010-00-58522 Gasoline-All Depts. O/E:	78,750.00
01-2010-00-59032 Municipal Alliance Grant:	4,633.65
01-2010-00-59042 Meals on Wheels:	24,103.08
01-2010-00-59061 Alcohol Educ.Rehab.Prog.:	0.00
01-2010-00-59122 Rec Oppr-Handicap Grant	5,250.00
01-2010-00-59182 NJDEP:	0.00
01-2010-00-59232 Recycling Tonage Grant:	37,993.59
01-2010-00-59233 Click It Tkt It 2016 Seat Belt:	1,443.75
01-2010-00-59342 Capital Improvement Fund	223,125.00
01-2010-00-59344 Construction of Bus Stop:	0.00
01-2010-00-59345 Purchase of OEM Vehicle:	0.00
01-2010-00-59346 Rehab of Recreation Center:	0.00
01-2010-00-59347 Additional Improvements to	0.00
01-2010-00-59348 Renovations to Claredon	0.00
01-2010-00-59350 2016 Fully Funded	0.00

Account	Temporary Budget
01-2010-00-59351 2017 Fully Funded	0.00
01-2010-00-59461 Other Contractual Svcs:	0.00
01-2010-00-59462 Green Communities Grant	7,087.50
01-2010-00-59762 US DEPT OF HOMELAND	0.00
01-2010-00-59763 HAZARD MITIGATION	0.00
01-2010-00-59772 Dept. Of Homeland Security:	0.00
01-2010-00-59762 Dept. of Homeland Security:	0.00
01-2010-00-59842 Body Armor	1,761.68
01-2010-00-59892 ASST TO FIREFIGHTER	0.00
01-2010-00-59893 NJDOT Municipal Aid	0.00
01-2010-00-59894 NJ Transit:	26,250.00
01-2010-00-59902 Drive sober get pulled over:	0.00
01-2010-00-59903 DIV OF HIGHWAY TRAFFIC	0.00
01-2010-00-59904 Alcohol Impaired Driving:	0.00
01-2010-00-59922 Hudson Cty Open Space	0.00
01-2010-00-59926 GSPT - Loan:	0.00
01-2010-00-59928 NJ Environmental	133.88
01-2010-00-59929 Robertwood Johnson	1,312.50
01-2010-00-59992 Reserve for Uncoll. Taxes	380,625.00
Total	15,863,389.58

Account	Temporary Budget
01-2030-00-11011 Admin and Exec. S/W:	15,546.63
01-2030-00-11012 Admin and Exec. O/E:	229,455.09
01-2030-00-11022 Elections O/E:	1,090.01
01-2030-00-11031 Mayor & Council S/W:	8,800.10
01-2030-00-11032 Mayor & Council O/E:	621.53
01-2030-00-11041 Municipal Clerk's Office S/W:	14,438.88
01-2030-00-11042 Municipal Clerk's Office O/E:	54,697.47
01-2030-00-11051 Community Shuttle Bus S/W:	5,482.83
01-2030-00-11052 Community Shuttle Bus O/E:	0.00
01-2030-00-11061 Legal Services:	7,799.39
01-2030-00-11062 Legal Services & Costs O/E:	375,058.35
01-2030-00-11071 Municipal Court S/W:	63,962.71
01-2030-00-11072 Municipal Court O/E:	33,043.76
01-2030-00-11081 Engineering Services:	4,804.97
01-2030-00-11082 Engineering Svcs. & Costs	331,222.86
01-2030-00-11091 Public Bldgs. & Grounds	38,820.61
01-2030-00-11092 Public Bldgs. & Grounds	310,444.46
01-2030-00-11111 Office of Inspections S/W:	0.00
01-2030-00-11112 Office of Inspections O/E:	0.00
01-2030-00-11121 Planning Board S/W:	2,000.00
01-2030-00-11122 Planning Board O/E:	8,710.76
01-2030-00-11132 Zoning Costs O/E:	0.00
01-2030-00-11141 Board of Adjustment S/W:	4,000.00
01-2030-00-11142 Board of Adjustment O/E:	15,315.00
01-2030-00-11152 Group Ins. for Employees	214,374.74
01-2030-00-11161 Public Defender S/W:	0.00
01-2030-00-11162 Public Defender O/E:	39,526.00
01-2030-00-11172 Other Insurance O/E:	172,869.00
01-2030-00-11182 Liquid TTL & Forecls. O/E:	0.00
01-2030-00-11191 Information Technology S/W:	4,338.42
01-2030-00-11192 Information Technology O/E:	150,066.22
01-2030-00-11202 Postage-All Departments	32,718.88
01-2030-00-11212 Telephone-All Departments	43,292.45
01-2030-00-11222 Council of Mayors Contrib	0.00
01-2030-00-11223 NJ MEADOWLANDS	11,378.75
01-2030-00-11231 Environmental S & W:	23,974.34
01-2030-00-11232 Environmental:	8,037.03
01-2030-00-11233 ENVIRONMENTAL	96,653.75
01-2030-00-11242 Municipal Service Act O/E:	95,907.79
01-2030-00-11252 Contingent O/E:	0.00
01-2030-00-11262 Judgements O/E:	0.00
01-2030-00-11302 Group Ins. for Employees	0.00
01-2030-00-11321 Construction Code Dept.	79,225.66
01-2030-00-11322 Construction Code Dept.	88,540.44
01-2030-00-12031 Treasurer's Office S/W:	25,885.40
01-2030-00-12032 Treasurer's Office O/E:	82,799.89
01-2030-00-12041 Assessment of Taxes S/W:	5,991.50
01-2030-00-12042 Assessment of Taxes O/E:	2,328.97
01-2030-00-12051 Collection of Taxes S/W:	167.23
01-2030-00-12052 Collection of Taxes O/E:	11,435.96

Account	Temporary Budget
01-2030-00-12102 Tax Litigation O/E:	102,984.75
01-2030-00-12103 Reserve for Tax Appeals:	0.00
01-2030-00-12122 Annual Audit Expense O/E:	83,000.00
01-2030-00-21302 Fire Department O/E:	212,149.78
01-2030-00-21311 Police Department S/W:	236,563.46
01-2030-00-21312 Police Department O/E:	339,887.93
01-2030-00-21313 Police Department:	0.00
01-2030-00-21341 School Crossing Guards	135,097.73
01-2030-00-21342 School Crossing Guards	0.00
01-2030-00-21351 Office of Emergency Mgmt	15,000.00
01-2030-00-21352 Office of Emergency Mgmt.	4,682.12
01-2030-00-21362 Emergency Medical Service	0.00
01-2030-00-21382 Fire Hydrant Services S/W:	16,118.20
01-2030-00-21391 Fire Inspector S/W:	19,033.87
01-2030-00-21392 Fire Inspector O/E:	6,440.25
01-2030-00-31501 Road Repair/Maintenance	107,617.43
01-2030-00-31502 Road Repairs/Maintenance	190,555.20
01-2030-00-31512 Street Lighting S/W:	20,667.69
01-2030-00-31522 Garbage & Trash Removal	216,341.88
01-2030-00-31531 Sewer System S/W:	12,509.10
01-2030-00-31532 Sewer System O/E:	70,950.00
01-2030-00-31541 Solid Waste Mgt. Recycling	25,890.48
01-2030-00-31542 Solid Waste Mgt. Recycling	0.00
01-2030-00-31572 Garbage Misc. O/E:	0.00
01-2030-00-31632 Electricity - All Depts. S/W:	41,624.75
01-2030-00-31642 Water - All Depts. S/W:	20,403.84
01-2030-00-41701 Board of Health S/W:	2,972.11
01-2030-00-41702 Board of Health:	5,695.32
01-2030-00-41711 Mosquito Control S/W:	0.00
01-2030-00-41712 Mosquito Control O/E:	0.00
01-2030-00-41722 40 millridge lease pmt	0.00
01-2030-00-41723 Municipal Services Act:	0.00
01-2030-00-41741 Social Services S/W:	1,513.19
01-2030-00-41742 Social Services O/E:	11,061.45
01-2030-00-41751 MEALS ON WHEELS:	0.00
01-2030-00-41752 MEALS ON WHEEL:	0.00
01-2030-00-41801 PAYROLL:	20,851.36
01-2030-00-41802 Exceptional People of	16,220.34
01-2030-00-51801 Parks & Playgrounds S/W:	0.00
01-2030-00-51802 Parks & Playgrounds O/E:	41,154.64
01-2030-00-51811 RECREATIONAL	168,427.81
01-2030-00-51812 RECREATIONAL	25,058.07
01-2030-00-51817 RECREATIONAL	323,627.91
01-2030-00-51822 Celebration of Pub.Events	25,727.30
01-2030-00-51831 ICE RINK S&W:	10,708.19
01-2030-00-51832 ICE RINK O/E:	7,881.64
01-2030-00-51837 ICE RINK O/E:	0.00
01-2030-00-51842 Cultural Affairs O/E:	14,962.38
01-2030-00-51851 Park Attendant S/W:	0.00
01-2030-00-51852 Accumulated Leave	0.00

Account	Temporary Budget
01-2030-00-51862 Community Shuttle Bus Prg	0.00
01-2030-00-53012 Pool Utility Deficit O/E:	0.00
01-2030-00-53022 Reconstruction of Penhorn	0.00
01-2030-00-53023 Due to Federal & State Grant	0.00
01-2030-00-53024 Reconstruction of Sack	0.00
01-2030-00-53032 Deferred Charges:	0.00
01-2030-00-53202 Matching Fund for Grants	0.00
01-2030-00-53212 Contribution to PERS O/E:	93,832.33
01-2030-00-53222 Social Security O/E:	87,105.43
01-2030-00-53232 Consolidated Police&Fire	6,310.88
01-2030-00-53242 Contribution to PFRS O/E:	0.00
01-2030-00-53252 Early Retira.Incent.Prog.	0.00
01-2030-00-53262 State Unemployment Insur.	0.00
01-2030-00-53272 Workman's Compensation	0.00
01-2030-00-53282 Defined Contr Retir Progr	295.96
01-2030-00-53292 Payment of Tax Appeals	0.00
01-2030-00-54012 Payment of Bond Principal	0.00
01-2030-00-54022 Interest on Bonds O/E:	3,957.89
01-2030-00-54032 Interest on Notes O/E:	2,404.56
01-2030-00-54042 Haz.Disch.Loan-Principal	0.00
01-2030-00-54062 Note Principal PayDown	0.00
01-2030-00-54072 Enviornment.Trust-Princpl	5,653.82
01-2030-00-54082 EnviornmentalTr.Interest	0.00
01-2030-00-54092 GreenAc/LI/Rink/BP Princ	28,268.29
01-2030-00-54102 GreenAc/LI/Rink/BP Int.	5,077.47
01-2030-00-54105 Vol. Emer. Serv. Loan	0.00
01-2030-00-54106 Vol. Emer. Serv. Loan	0.00
01-2030-00-54202 Emergency Authorization:	0.00
01-2030-00-54282 Ordinance 2010-39:	0.00
01-2030-00-54292 Various Caapital	0.00
01-2030-00-58022 Sec.Mun.Util.Auth. SMUA	0.00
01-2030-00-58032 Sec.Free Public Library O/E:	0.00
01-2030-00-58041 9-1-1 Emergency Svcs. S/W:	0.00
01-2030-00-58045 Employee Group Insurance:	0.00
01-2030-00-58072 Health Service Agreement	1,668.66
01-2030-00-58522 Gasoline-All Depts. O/E:	55,131.79
01-2030-00-59032 Municipal Alliance Grant:	0.00
01-2030-00-59042 Meals on Wheels:	0.00
01-2030-00-59061 Alcohol Educ.Rehab.Prog.:	0.00
01-2030-00-59122 Rec Oppr-Handicap Grant	0.00
01-2030-00-59182 NJDEP:	0.00
01-2030-00-59232 Recycling Tonage Grant:	0.00
01-2030-00-59233 Click it Tkt It 2016 Seat Belt	0.00
01-2030-00-59342 Capital Improvement Fund	0.00
01-2030-00-59344 Construction of Bus Stop:	0.00
01-2030-00-59345 Purchase of OEM Vehicle:	0.00
01-2030-00-59346 Rehab of Recreation Center:	0.00
01-2030-00-59347 Additional Improvements to	0.00
01-2030-00-59348 Renovations to Claredon	0.00
01-2030-00-59350 2016 Fully Funded	0.00

Account	Temporary Budget
01-2030-00-59351 2017 Fully Funded	0.00
01-2030-00-59461 Other Contractual Svcs:	0.00
01-2030-00-59462 Green Communities Grant	0.00
01-2030-00-59762 US DEPT OF HOMELAND	0.00
01-2030-00-59763 HAZARD MITIGATION	0.00
01-2030-00-59772 Dept. Of Homeland Security:	0.00
01-2030-00-59782 Dept. of Homeland Security:	0.00
01-2030-00-59842 Body Armor	0.00
01-2030-00-59892 ASST TO FIREFIGHTER	0.00
01-2030-00-59893 NJDOT Municipal Aid	0.00
01-2030-00-59894 NJ Transit:	0.00
01-2030-00-59902 Drive sober get pulled over:	0.00
01-2030-00-59903 DIV OF HIGHWAY TRAFFIC	0.00
01-2030-00-59904 Alcohol Impaired Driving:	0.00
01-2030-00-59922 Hudson Cty Open Space	0.00
01-2030-00-59926 GSPT - Loan:	0.00
01-2030-00-59928 NJ Environmental	0.00
01-2030-00-59929 Robertwood Johnson	0.00
01-2030-00-59992 Reserve for Uncoll. Taxes	0.00
Total	5,657,840.98

**BUDGET STATUS REPORT
TOWN OF SECAUCUS**

01/13/21 05:01:20 PM

Appropriated Budget											
Account	Chapter 169	Adjusted Budget	Transfers	Budget After Transfers	Emst- gen- cies Modification	Budget or Charged	Encum- bered	Paid and Committed	Cash Unex- pended	Balance	Cancelled
40-2010 POOL UTILITY BUDGET											
- POOL UTILITY BUDGET:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00-41511 Pool Operations SAV:	0.00	60,375.00	0.00	60,375.00	0.00	60,375.00	0.00	0.00	60,375.00	60,375.00	0.00
00-41512 Pool Operations OIE:	0.00	42,000.00	0.00	42,000.00	0.00	42,000.00	0.00	0.00	42,000.00	42,000.00	0.00
00-41522 Social Security System OIE:	0.00	4,518.69	0.00	4,518.69	0.00	4,518.69	0.00	0.00	4,518.69	4,518.69	0.00
00-41532 Unemployment Comp. Ins. OIE:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00-41542 Rent of Facilities OIE:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00-41552 Pool Operating Deficit OIE:	0.00	7,705.01	0.00	7,705.01	0.00	7,705.01	0.00	0.00	7,705.01	7,705.01	0.00
00-51412 Pool OIE:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00-54032 Interest on Notes OIE:	0.00	6,261.59	0.00	6,261.59	0.00	6,261.59	0.00	0.00	6,261.59	6,261.59	0.00
00-54062 Note Principal PayDown OIE:	0.00	10,631.25	0.00	10,631.25	0.00	10,631.25	0.00	0.00	10,631.25	10,631.25	0.00
00-59342 Capital Improvement Fund OIE:	0.00	1,312.50	0.00	1,312.50	0.00	1,312.50	0.00	0.00	1,312.50	1,312.50	0.00
40-2010 Budget:	0.00	132,904.04	0.00	132,904.04	0.00	132,904.04	0.00	0.00	132,904.04	132,904.04	0.00
40-2030 APPROPRIATION RESERVES											
- POOL UTILITY BUDGET:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00-41511 Pool Operations SAV:	0.00	5,466.55	0.00	5,466.55	0.00	5,466.55	0.00	0.00	5,466.55	5,466.55	0.00
00-41512 Pool Operations OIE:	0.00	27,473.87	0.00	27,473.87	0.00	27,473.87	4,108.80	4,108.80	27,473.87	23,365.07	0.00
00-41522 Social Security System OIE:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00-41532 Unemployment Comp. Ins. OIE:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00-41542 Rent of Facilities OIE:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00-41552 Pool Operating Deficit OIE:	0.00	29,352.40	0.00	29,352.40	0.00	29,352.40	0.00	0.00	29,352.40	29,352.40	0.00
00-51412 Pool OIE:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
00-58032 Interest on Notes OIE:	0.00	1,103.69	0.00	1,103.69	0.00	1,103.69	0.00	0.00	1,103.69	1,103.69	0.00
00-54062 Note Principal PayDown OIE:	0.00	40,500.00	0.00	40,500.00	0.00	40,500.00	0.00	0.00	40,500.00	40,500.00	0.00
00-59342 Capital Improvement Fund OIE:	0.00	5,000.00	0.00	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00	5,000.00	0.00
40-2030 APPROPRIATION	0.00	108,896.51	0.00	108,896.51	0.00	108,896.51	4,108.80	4,108.80	108,896.51	104,787.71	0.00
Grand Total:	0.00	241,800.55	0.00	241,800.55	0.00	241,800.55	4,108.80	4,108.80	241,800.55	237,691.75	0.00

Resolution No. _____

**TOWN OF SECAUCUS
COUNTY OF HUDSON, STATE OF NEW JERSEY**

**A RESOLUTION ON BEHALF OF THE TOWN OF SECAUCUS
REGARDING AUTHORIZATION TO ADVERTISE AND RECEIVE BIDS
FOR THE PROVISION OF HEAVY EQUIPMENT LEASING**

WHEREAS, the Town of Secaucus requires the provision of Heavy Equipment Leasing.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Town Council for the Town of Secaucus, County of Hudson, State of New Jersey, that the Town Clerk is hereby authorized to advertise for and receive bids from vendors for the provision of Heavy Equipment Leasing.

Adopted: February 9, 2021

RESOLUTION NO. _____

**TOWN OF SECAUCUS
COUNTY OF HUDSON**

BE IT RESOLVED, by the Mayor and Council of the Town of Secaucus, County of Hudson, and State of New Jersey, pursuant to the recommendation of Mike Pero, Superintendent of Recreation, that the Recreation Department is authorized to conduct the following Sports Clinic for Spring 2021, to run effective mid-March through June 2021 as follows:

<u>Directors</u>	<u>Voucher</u>
Guy Pascarello – Softball	\$3,000.00
Jennifer Marin – Rec. Soccer	\$2,250.00
Alex Lalaoui (new) – Travel Soccer	\$2,250.00
Kerry Severino – Gymnastics	\$3,000.00
Michelle Sanchez – Swim Team	\$3,000.00

I, Michael Marra, Town Clerk of the Town of Secaucus, County of Hudson, do hereby certify that the above is a true copy of a resolution approved by the Mayor and Council on February 9, 2021.

Town Clerk

Mayor

Motion:	Yes	No	Abstain	Absent
Second:				
Councilman Costantino				
Councilman McKeever				
Councilman Clancy				
Councilman Dehnert				
Councilman Gerbasio				
Councilwoman Tringali				
Mayor Gonnelli				

RESOLUTION _____

**TOWN OF SECAUCUS
COUNTY OF HUDSON
SECAUCUS NEW JERSEY**

BE IT RESOLVED, by the Mayor and Council of the Town of Secaucus, County of Hudson, and State of New Jersey, that the below full-time employees are hereby granted an unpaid leave of absence while on temporary disability with continued life insurance and for pension purposes:

- Guillen, Lisa (Administration) effective 1/13/2021 to 02/28/2021
- Kennelly, Judy (Social & Senior Services) effective 1/23/2021 to 02/28/2021

I, Michael Marra, Town Clerk of the Town of Secaucus, County of Hudson, do hereby certify that the above is a true copy of a resolution approved by the Mayor and Council on February 9th, 2021.

Town Clerk

Mayor

Motion:	Yes	No	Abstain	Absent
Second:				
Councilman Costantino				
Councilman McKeever				
Councilman Clancy				
Councilman Dehnert				
Councilman Gerbasio				
Councilwoman Tringali				
Mayor Gonnelli				

RESOLUTION _____

**TOWN OF SECAUCUS
COUNTY OF HUDSON
SECAUCUS NEW JERSEY**

**A RESOLUTION ON BEHALF OF THE TOWN OF SECAUCUS SUPPORTING
COMMUNITY SOLAR PROJECTS IN THE MUNICIPALITY**

WHEREAS, Solar Landscape has made the Mayor and Town Council aware of its year two community solar project located at 535 Secaucus Road and County Road, Secaucus making themselves available for questions and suggestions regarding how this project can best serve Town's residents; and

WHEREAS, the Town of Secaucus supported community solar projects in year one of the program by providing a platform to educate our residents about the clean energy and cost savings available through the program, and:

WHEREAS for more than a decade, the State of New Jersey has promoted energy policies that have created a vibrant solar energy market; and

WHEREAS, Strategy 6 of the 2019 Energy Master Plan calls for the State to:

Support community energy planning and action with an emphasis on encouraging and supporting participation by low- and moderate-income and environmental justice communities; and

WHEREAS, Goal 6.2.1 of the 2019 Energy Master Plan calls for the support of community-led development of community solar projects; and

WHEREAS, this governing body is knowledgeable about the direct benefits of community solar projects as approved by the Board of Public Utilities, including the following:

- Local, clean power generation.
- Support for active participation in the program by low- and moderate-income families.
- Reduction of energy bills for all participants.
- Job training, certification support, and job placement in the solar industry; and

WHEREAS, the completion of these projects will prevent thousands of CO² emissions for entering the atmosphere and provide clean energy and cost savings to more than 400 are local households.

NOW THEREFORE BE IT RESOLVED that the Town of Secaucus supports the Solar Landscape community solar projects located at, 535 Secaucus Road, and 1 County Road, within the municipality.

BE IT FURTHER RESOLVED that the Town will continue to collaborate with Solar Landscape in furtherance of bringing the financial and environmental benefits of this project to our residents;

BE IT FURTHER RESOLVED that the Town supports green energy alternatives within our municipality and will help make subscriber information available to our constituents for all community solar projects that meet the criteria for our residents' participation.



**Solar Landscape is applying with the New Jersey Board of Public Utilities
to construct a community solar project in your municipality.
The benefits to your community:**

Access for All

The New Jersey Community Solar Program provides everyone easy access to the cost savings and environmental benefits provided by solar energy. Homeowners and renter can access solar energy with no fees, no long term contracts and no solar panels on their roofs.

Cleaner Local Air Quality

Studies show low to moderate income households typically breathe air that is unhealthy. The 2019 Energy Master Plan calls for support of local clean power generation to support these communities. A community solar project prevents thousands of tons of harmful carbon emissions from entering the local atmosphere each year.

Lower Electricity Cost Guaranteed

The Board of Public Utilities (BPU) provides strict oversight of the Community Solar Program to ensure the program's stated goal of environmental justice. Those who join are guaranteed electricity cost savings of 20% for the entire life of the project.

Job Training and Placement

Solar Landscape has provided solar energy job training to more than 100 people this year by working with local non-profits. We will continue our job training with a focus on job placement and also work with local high schools and colleges on solar energy career development.

**Your non-profit can demonstrate your support for the clean air and energy
cost savings community solar will bring to your community**

**CONTACT KEVIN DUNSHEE FOR MORE
INFORMATION: KEVIN@SOLARLANDSCAPE.COM
SOLARLANDSCAPE.COM - 908-675-3997**