

LINWOOD COMMON COUNCIL

CAUCUS AGENDA

June 12, 2024

6:00 P.M.

**NOTICE OF THIS MEETING HAS BEEN PUBLISHED
IN ACCORDANCE WITH THE REQUIREMENTS OF
THE OPEN PUBLIC MEETINGS ACT.**

1. Roll Call Mayor Matik _____ Mrs. Albright _____ Mrs. DeDomenicis _____
 Mr. Kelly _____ Mr. Levinson _____ Mr. Michael _____
 Mr. Walcoff _____ Mr. Ford _____

- Professionals: Mr. Youngblood _____ Mr. Polistina _____ Mrs. Napoli _____

2. Approval of Minutes Without Formal Reading

3. Mayor's Report

4. Councilwoman Albright
 - A. Planning, Engineering, & Development
 1. Resolution awarding a Contract to Command Co., Inc. for the Linwood Bike Path Extension Phase II
 2. Resolution awarding a Contract to West Bay Construction for the Seaview Dock and Poplar Dock Improvements

5. Councilwoman DeDomenicis
 - A. Public Works
 1. Resolutions authorizing liens on 200 Haines Avenue and 1804 Shore Road for failure to comply with Chapter 99, Brush, Grass and Weeds of the City Code

6. Councilman Kelly
 - A. Neighborhood Services

7. Councilman Levinson
 - A. Revenue & Finance
 1. Resolutions authorizing insertions of items of revenue for receipt of the 2024 Recycling Tonnage Grant and the 2024 Clean Communities Grant
 2. Resolution authorizing the a refund of taxes for a disabled veteran at 214 Barr Avenue
 3. Resolution authorizing a refund of tax overpayments on various properties to CoreLogic
 4. Resolution authorizing the City to enter into a Cooperative Pricing Agreement with Education Services Commission of NJ
 5. Resolution authorizing payment of a property claim to Michelle Sabatini

8. Councilman Michael
 - A. Public Safety
 1. Resolution authorizing the reappointment of Ray Conover as Fire Inspector
 2. Resolution authorizing the hiring of Thomas P. Flynn, III to the position of Firefighter

9. Councilman Walcoff
 - A. Shared Services

10. Council President Ford
 - A. Administration
 1. Resolution approving the application of Linwood CC License LLC for renewal of Plenary Retail Consumption License for the 2024-2025 licensing term
 2. Resolution awarding a Contract to Foveonics Imaging Technologies for document scanning and management

11. Solicitor's Report

**LINWOOD COMMON COUNCIL
AGENDA OF REGULAR MEETING
June 12, 2024**

CALL TO ORDER

**NOTICE OF THIS MEETING HAS BEEN
PUBLISHED IN ACCORDANCE WITH THE
REQUIREMENTS OF THE OPEN PUBLIC MEETINGS ACT.**

FLAG SALUTE: Councilman Ken Kelly

ROLL CALL

APPROVAL OF MINUTES WITHOUT FORMAL READING

RESOLUTIONS WITHIN CONSENT AGENDA

All matters listed under item, **Consent Agenda**, are considered to be routine by City Council, and will be enacted by one motion in the form listed. Any items requiring expenditure are supported by a Certification of Availability of Funds and any item requiring discussion will be removed from the Consent Agenda and discussed separately. All Consent Agenda items will be reflected in full in the minutes.

- | | |
|-----------------|--|
| 95-2024 | A Resolution requesting approval of items of Revenue and Appropriations NJSA 40A:4-87 from the 2024 Recycling Tonnage Grant |
| 96-2024 | A Resolution requesting approval of items of Revenue and Appropriations NJSA 40A:4-87 from the 2024 Clean Communities Grant |
| 97-2024 | A Resolution authorizing the refund of a Disabled Veteran tax payments for Block 136 Lot 1 located at 214 W Barr Avenue in the City of Linwood |
| 98-2024 | A Resolution authorizing the refund of various tax overpayments to CoreLogic |
| 99-2024 | A Resolution approving the application of Linwood CC License LLC for renewal of Plenary Retail Consumption License No. 0114-33-002-003 for 2024-2025 |
| 100-2024 | A Resolution authorizing the reappointment of Raymond W. Conover, IV as the Uniform Fire Safety Inspector for the City of Linwood |
| 101-2024 | A Resolution authorizing the placement of a Lien on Block 163, Lot 7 (200 Haines Avenue) in accordance with Chapter 99, Brush, Grass and Weeds, Section 3 of the Code of the City of Linwood |
| 102-2024 | A Resolution authorizing the placement of a Lien on Block 33, Lot 22 (1804 Shore Road) in accordance with Chapter 99, Brush, Grass and Weeds, Section 3 of the Code of the City of Linwood |
| 103-2024 | A Resolution awarding the Contract to Command Co., Inc for the Linwood Bike Path Extension Phase, II, Contract No. 50 |
| 104-2024 | A Resolution awarding the Contract to West Bay Construction for the Seaview Dock & Poplar Dock Improvements, Contract No. 52 |
| 105-2024 | A Resolution authorizing the City of Linwood to enter into a Cooperative Pricing Agreement with the Education Services Commission of New Jersey |
| 106-2024 | A Resolution authorizing the hiring of Thomas P. Flynn, III to the position of Firefighter in the City of Linwood |
| 107-2024 | A Resolution awarding a Contract to Foveonics Imaging Technologies, Inc. for document scanning and management under the NJ State approved Cooperative #65MCESCCPS Bid #ESCNJ 22/23-11 |
| 108-2024 | A Resolution authorizing payment of a property claim to Michelle Sabatini |

APPROVAL OF BILL LIST:

MEETING OPEN TO THE PUBLIC

FINAL REMARKS BY MAYOR AND COUNCIL

ADJOURNMENT

RESOLUTION No. 95, 2024

A RESOLUTION REQUESTING APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION
NJSA 40A: 4-87

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for an equal amount;

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Linwood in the County of Atlantic, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2024 in the sum of \$9,006.84, which is now available from the 2024 Recycling Tonnage Grant;

BE IT FURTHER RESOLVED, that the like sum of \$9,006.84 is hereby appropriated under the caption 2024 Recycling Tonnage Grant;

BE IT FURTHER RESOLVED, that the above is the result of a grant received from the Recycling Tonnage Program.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 12th day of June, 2024.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 12th day of June, 2024.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

RESOLUTION NO. 96, 2024

A RESOLUTION REQUESTING APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION
NJSA 40A: 4-87

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for an equal amount;

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Linwood in the County of Atlantic, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2024 in the sum of \$23,406.32, which is now available from the 2024 Clean Communities Grant;

BE IT FURTHER RESOLVED, that the like sum of \$23,406.32 is hereby appropriated under the caption 2024 Clean Communities Grant;

BE IT FURTHER RESOLVED, that the above is the result of a grant received from the Clean Communities Program.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 12th day of June, 2024.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 12th day of June, 2024.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

RESOLUTION NO. 97, 2024

A RESOLUTION AUTHORIZING THE REFUND OF A DISABLED VETERAN TAX PAYMENTS FOR BLOCK 136 LOT 1 LOCATED AT 214 W BARR AVENUE IN THE CITY OF LINWOOD

WHEREAS, John A. Wilson is the owner of Block 136 Lot 1 located at 214 W. Barr Avenue in the taxing district of the City of Linwood; and

WHEREAS, John A. Wilson made application to the Tax Assessor, of the City of Linwood, for property tax exemption as a permanently disabled veteran and the Tax Assessor for the City of Linwood granted the exemption for John A. Wilson as of May 16, 2024; and

WHEREAS, John A. Wilson is entitled to retroactive refund of payment made as of date of eligibility of December 11, 2023; and

WHEREAS, Mr. Wilson has paid the 2023 through 2024 taxes; and

WHEREAS, Mr. Wilson is requesting a refund of the paid taxes during the retroactive period; and

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that the Chief Financial Officer of the City of Linwood be and is hereby authorized, empowered and directed to execute and deliver a draft in favor of John A. Wilson, in the amount of \$4,957.06 which is the amount of the taxes paid, to said property owner.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 12th day of June, 2024.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 12th day of June, 2024.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

May 28, 2024

City of Linwood, Governing Body
c/o LeighAnn Napoli, City Clerk

Dear Ms. Napoli,

A request for property tax exemption based on my 100% VA disability rating has been approved. I would like to request reimbursement for property taxes paid for February and May 2024 for our property at 214 Barr Avenue, Linwood, NJ 08221 – Block 136 – Lot 1.

I was declared 100% disabled by the VA effective December 11, 2023 and was notified by the VA on May 15, 2024.

Thank you,
John A. Wilson, III

RESOLUTION NO. 98, 2024

A RESOLUTION AUTHORIZING THE REFUND OF VARIOUS TAX OVERPAYMENTS

WHEREAS, certain owners of real estate situate in the tax district of the City of Linwood have paid their 1st and 2nd quarters of 2024 property taxes in accordance with the provisions of the Statute so made and provided; and

WHEREAS, certain property owners have overpaid their 2024 property taxes due to duplicate payments made by Core Logic in the amounts set forth on the list attached hereto and made part hereof; and

WHEREAS, Core Logic has requested the refunds of the 2024 tax overpayments for the properties listed;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that the Chief Financial Officer of the City of Linwood be and is hereby authorized, empowered and directed to execute and deliver a draft in favor of CoreLogic payments, CoreLogic Refunds Dept, P.O. Box 9209, Coppell, TX 75019, in the amount of \$12,602.99 the overpayments set forth on the attached list in order to refund monies representing overpayment of taxes to said property owner.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 12th day of June, 2024.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 12th day of June, 2024.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

CoreLogic

CoreLogic
3001 Hackberry Road
Irving, TX 75063-0156
Phone: 800-225-4707.

May 21, 2024

LINWOOD CITY*

HI Tax collector,

This is a written request to obtain refund for the below mentioned property

Parcel# 00002.0000 00006.0000 C-102

Property address: 530 W OCEAN HEIGHTS A, LINWOOD NJ 08221

HOMEOWNER: NOLAN, LORRAINE M

NOLAN, EDWARD P

Attn to CPSJIRA-582075

CoreLogic had made the overpayment for the above mentioned parcel request to refund back to CoreLogic.

Refunds and returned checks can be sent to: CoreLogic Refunds Dept
3001 Hackberry Rd. Irving, TX 75063-
0156 Please reference the parcel number and amount returned on all funds remitted back to CoreLogic for processing.

Please feel free to contact me with any additional questions you may have. Or to reach a member of our Residential Tax Support Team, via email ResidentialTaxSupport@corelogic.com , via telephone at 800-225-4707 or fax 817-826-0156.

CoreLogic Residential Tax Support

CoreLogic

CoreLogic
3001 Hackberry Road
Irving, TX 75063-0156
Phone: 800-225-4707.

May 21, 2024

LINWOOD CITY*

HI Tax collector,

This is a written request to obtain refund for the below mentioned property

Parcel# 00031.0000 00004.0000

Property address: 106 IONA AVENUE, LINWOOD NJ 082210000

HOMEOWNER: WALKER, DANIEL

Attn to CPSJIRA-582075

CoreLogic had made the overpayment for the above mentioned parcel request to refund back to CoreLogic.

Refunds and returned checks can be sent to: CoreLogic Refunds Dept
3001 Hackberry Rd. Irving, TX 75063-
0156 Please reference the parcel number and amount returned on all funds remitted back to CoreLogic for processing.

Please feel free to contact me with any additional questions you may have. Or to reach a member of our Residential Tax Support Team, via email ResidentialTaxSupport@corelogic.com , via telephone at 800-225-4707 or fax 817-826-0156.

CoreLogic Residential Tax Support

CoreLogic

CoreLogic
3001 Hackberry Road
Irving, TX 75063-0156
Phone: 800-225-4707.

May 21, 2024

LINWOOD CITY*

HI Tax collector,

This is a written request to obtain refund for the below mentioned property

Parcel# 00090.0000 00017.0000

Property address: 1016 OAK AVE, LINWOOD NJ 082210000

HOMEOWNER: KOBER, BENJAMIN

ACKERMAN, KASARAH

Attn to CPSJIRA-582075

CoreLogic had made the overpayment for the above mentioned parcel request to refund back to CoreLogic.

Refunds and returned checks can be sent to: CoreLogic Refunds Dept
3001 Hackberry Rd. Irving, TX 75063-
0156 Please reference the parcel number and amount returned on all funds remitted back to CoreLogic for processing.

Please feel free to contact me with any additional questions you may have. Or to reach a member of our Residential Tax Support Team, via email ResidentialTaxSupport@corelogic.com , via telephone at 800-225-4707 or fax 817-826-0156.

CoreLogic Residential Tax Support

CoreLogic

CoreLogic
3001 Hackberry Road
Irving, TX 75063-0156
Phone: 800-225-4707.

May 21, 2024

LINWOOD CITY*

HI Tax collector,

This is a written request to obtain refund for the below mentioned property

Parcel# 00094.0000 00006.0000

Property address: 224 TABOR AVE, LINWOOD NJ 082210000

HOMEOWNER: SCOTT, HAROLD

Attn to CPSJIRA-582075

CoreLogic had made the overpayment for the above mentioned parcel request to refund back to CoreLogic.

Refunds and returned checks can be sent to: CoreLogic Refunds Dept
3001 Hackberry Rd. Irving, TX 75063-
0156 Please reference the parcel number and amount returned on all funds remitted back to CoreLogic for processing.

Please feel free to contact me with any additional questions you may have. Or to reach a member of our Residential Tax Support Team, via email ResidentialTaxSupport@corelogic.com , via telephone at 800-225-4707 or fax 817-826-0156.

CoreLogic Residential Tax Support

CoreLogic

CoreLogic
3001 Hackberry Road
Irving, TX 75063-0156
Phone: 800-225-4707.

May 21, 2024

LINWOOD CITY*

HI Tax collector,

This is a written request to obtain refund for the below mentioned property

Parcel# 00108.0000 00010.0000

Property address: 17 LAUREL AVE, LINWOOD NJ 082210000

HOMEOWNER: SPAGONE, ANTHONY

SPAGONE, KIMBERLY LYNN

Attn to CPSJIRA-582075

CoreLogic had made the overpayment for the above mentioned parcel request to refund back to CoreLogic.

Refunds and returned checks can be sent to: CoreLogic Refunds Dept
3001 Hackberry Rd. Irving, TX 75063-
0156 Please reference the parcel number and amount returned on all funds remitted back to CoreLogic for processing.

Please feel free to contact me with any additional questions you may have. Or to reach a member of our Residential Tax Support Team, via email ResidentialTaxSupport@corelogic.com , via telephone at 800-225-4707 or fax 817-826-0156.

CoreLogic Residential Tax Support

CoreLogic

CoreLogic
3001 Hackberry Road
Irving, TX 75063-0156
Phone: 800-225-4707.

May 21, 2024

LINWOOD CITY*

HI Tax collector,

This is a written request to obtain refund for the below mentioned property

Parcel# 00176.0000 00002.0000

Property address: 106 WABASH AVE, LINWOOD NJ 082210000

HOMEOWNER: FARRELL, ANNAMARIE

Attn to CPSJIRA-582075

CoreLogic had made the overpayment for the above mentioned parcel request to refund back to CoreLogic.

Refunds and returned checks can be sent to: CoreLogic Refunds Dept
3001 Hackberry Rd. Irving, TX 75063-
0156 Please reference the parcel number and amount returned on all funds remitted back to CoreLogic for processing.

Please feel free to contact me with any additional questions you may have. Or to reach a member of our Residential Tax Support Team, via email ResidentialTaxSupport@corelogic.com , via telephone at 800-225-4707 or fax 817-826-0156.

CoreLogic Residential Tax Support

RESOLUTION NO. 99, 2024

A RESOLUTION APPROVING THE APPLICATION OF LINWOOD CC LICENSE LLC FOR RENEWAL OF PLENARY RETAIL CONSUMPTION LICENSE NO. 0114-33-002-003 FOR 2024-2025

WHEREAS, the City of Linwood authorized renewal of Plenary Retail Consumption License No. 0114-33-002-003 to Linwood CC License LLC located at 500 Shore Road, Linwood, NJ by Resolution No. 107 of 2022 on May 25, 2022, and renewal for the 2023-2024 licensing term by Resolution No. 104 of 2023 on May 24, 2023; and

WHEREAS, an application from Linwood CC License LLC for renewal of plenary retail consumption license No. 0114-33-002-003 for 2024-2025 has been submitted along with the payment of the appropriate municipal fee and state fee; and

WHEREAS, the City of Linwood has not received any objections to the renewal of the aforesaid license; and

WHEREAS, the application and all riders thereto have been reviewed and approved;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood, that the application from Linwood CC License LLC for renewal of plenary retail consumption license No. 0114-33-002-003 for 2024-2025 be and is hereby granted.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 12th day of June, 2024.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 12th day of June, 2024.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

RESOLUTION NO. 100, 2024

A RESOLUTION AUTHORIZING THE REAPPOINTMENT OF RAYMOND W. CONOVER, IV
AS THE UNIFORM FIRE SAFETY INSPECTOR FOR THE CITY OF LINWOOD

WHEREAS, by Resolution No. 187 of 2023, Raymond W. Conover, IV was appointed to the position of Uniform Fire Safety Inspector for the City of Linwood;

WHEREAS, said appointment expires on June 20, 2024; and

WHEREAS, Thomas P. Flynn, the Linwood Fire Official, has recommended the reappointment of Raymond W. Conover, IV to said position; and

WHEREAS, the Common Council of the City of Linwood is desirous of reappointing Raymond W. Conover, IV;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood, that Raymond W. Conover, IV be and is hereby reappointed to the position of Uniform Fire Safety Inspector at a salary as provided for in the Linwood Salary Ordinance and all amendments thereto.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 12th day of June, 2024.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 12th day of June, 2024.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

RESOLUTION NO. 101, 2024

A RESOLUTION AUTHORIZING THE PLACEMENT OF A LIEN ON BLOCK 163, Lot 7 (200 HAINES AVENUE) IN ACCORDANCE WITH CHAPTER 99, SECTION 3 OF THE CODE OF THE CITY OF LINWOOD

WHEREAS, Consistent with N.J.S.A. 40:48-2.14, Linwood City Code Chapter 99, Brush, Grass and Weeds, Section 3, Failure to comply; costs to become lien on property, provides that charges incurred by the City of Linwood in the removal and abatement of brush, grass and weeds on private property shall become a lien on the subject property; and

WHEREAS, the Linwood Code Enforcement Officer has placed the owner of Block 163, Lot 7 on notice with regard to certain conditions on the aforesaid property that constitute a nuisance in accordance with Chapter 99, Section 2 of the Linwood City Code and has formally required abatement of the nuisance; and

WHEREAS, the property owner failed to abate the condition within twenty days of the date of the notice; and

WHEREAS, the Linwood Lawn Maintenance Contractor has cleaned the property and abated the nuisance at the cost of \$250.00; and

WHEREAS, the Common Council of the City of Linwood wishes to place a lien on Block 163, Lot 7 located at 200 Haines Avenue in the amount of \$250.00 in accordance with the terms and conditions of Chapter 99, Section 3 of the Linwood City Code;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Linwood that the costs expended in the amount of \$250.00 shall be charged against the subject property and shall constitute a lien on Block 163, Lot 7, 200 Haines Avenue in the City of Linwood.

BE IT FURTHER RESOLVED, that this lien shall bear interest and shall be enforced and collected as provided for in the Linwood City Code.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 12th day of June, 2024.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal
this 12th day of June, 2024.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

Miller's Lawn Care, Inc.

PO Box 402
Linwood, NJ 08221
609-272-3000

Invoice

Date	Invoice #
6/1/2024	24-51

Bill To
The City of Linwood 400 Poplar Avenue Linwood, NJ 08221

Due Date
6/5/2024

Date	Service	Description	Quan...	Rate	Amount
6/1/2024	Cutting	200 Haines Ave cut and clean property		250.00	250.00

We now offer e-billing! Please provide us with your email address and you will automatically be set up. Thank you for your continued patronage!

Subtotal	\$250.00
Sales Tax (6.625%)	\$0.00

Total	\$250.00
Balance Due	\$250.00

RESOLUTION NO. 102, 2024

A RESOLUTION AUTHORIZING THE PLACEMENT OF A LIEN ON Block 33, Lot 22 (1804 Shore Road) IN ACCORDANCE WITH CHAPTER 99, SECTION 3 OF THE CODE OF THE CITY OF LINWOOD

WHEREAS, Consistent with N.J.S.A. 40:48-2.14, Linwood City Code Chapter 99, Brush, Grass and Weeds, Section 3, Failure to comply; costs to become lien on property, provides that charges incurred by the City of Linwood in the removal and abatement of brush, grass and weeds on private property shall become a lien on the subject property; and

WHEREAS, the Linwood Code Enforcement Officer has placed the owner of Block 33, Lot 22 on notice with regard to certain conditions on the aforesaid property that constitute a nuisance in accordance with Chapter 99, Section 2 of the Linwood City Code and has formally required abatement of the nuisance; and

WHEREAS, the property owner failed to abate the condition within twenty days of the date of the notice; and

WHEREAS, the Linwood Lawn Maintenance Contractor has cleaned the property and abated the nuisance at the cost of \$550.00; and

WHEREAS, the Common Council of the City of Linwood wishes to place a lien on Block 33, Lot 22 located at 1804 Shore Road in the amount of \$550.00 in accordance with the terms and conditions of Chapter 99, Section 3 of the Linwood City Code;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Linwood that the costs expended in the amount of \$550.00 shall be charged against the subject property and shall constitute a lien on Block 33, Lot 22, 1804 Shore Road in the City of Linwood.

BE IT FURTHER RESOLVED, that this lien shall bear interest and shall be enforced and collected as provided for in the Linwood City Code.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 12th day of June, 2024.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal
this 12th day of June, 2024.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

Miller's Lawn Care, Inc.

PO Box 402
Linwood, NJ 08221

609-272-3000

Invoice

Date	Invoice #
6/1/2024	24-50

Bill To
The City of Linwood 400 Poplar Avenue Linwood, NJ 08221

Due Date
6/5/2024

Date	Service	Description	Quan...	Rate	Amount
6/1/2024	Cutting	1804 Shore Road cut and clean yard		550.00	550.00

Subtotal	\$550.00
Sales Tax (6.625%)	\$0.00

We now offer e-billing! Please provide us with your email address and you will automatically be set up. Thank you for your continued patronage!

Total	\$550.00
Balance Due	\$550.00

RESOLUTION NO. 103, 2024

A RESOLUTION AWARDING THE CONTRACT TO COMMAND CO., INC. FOR THE LINWOOD BIKE PATH EXTENSION PHASE II, CONTRACT NO. 50

WHEREAS, the City of Linwood received bids for the Linwood Bike Path Extension Phase II, Contract No. 50 in the City of Linwood on Wednesday, June 5, 2024 at 11:00 a.m. prevailing time; and

WHEREAS, the bids submitted have been received, reviewed and a recommendation has been made with regard to same;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that the Contract for the Linwood Bike Path Extension Phase II, Contract No. 50 be and is hereby awarded to Command Co., Inc., 1318 Antwerp Ave, Egg Harbor City, NJ 08215 for the Base Bid amount of \$195,699.12 as set forth in the bid submitted, which is attached hereto and incorporated herein;

BE IT FURTHER RESOLVED, that the Mayor and City Clerk be and are hereby duly authorized, empowered and directed to execute a Contract or Agreement with Command Co., Inc. in accordance with the terms and conditions set forth in the bid/proposal submitted;

BE IT FURTHER RESOLVED, that this Resolution is contingent upon a Certification of Availability of Funds by the Chief Financial Officer of the City of Linwood.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 12th day of June, 2024.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 12th day of June, 2024.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

Memo

To: Mayor and Members of Council
From: Anthony Strazzeri, CFO
CC: Leigh Ann Napoli, RMC, CMR, MPA, City Clerk
Date: 6-10-2024
Re: Availability of Funds – Bike Path Extension Phase 2

Pursuant to 40A: 4-57, I hereby certify that sufficient funds in the amount of \$195,699.12 are available under the 2022 NJDOT Bike Path Extension Grant. Funds will be encumbered to Command Co Inc. 1318 Antwerp Ave Egg Harbor City, NJ 08215.

Vincent J. Polistina, PE, PP, CME
Ronald N. Curcio, PE, PP
Jennifer L. Heller, PP, AICP
Charles J. Kaenzig, PE



Civil / Municipal Engineering
Site Plan and Subdivision Design
Surveying
Land Use Planning
Water and Wastewater Design
Environmental Consulting
Inspection / Construction Management

June 5, 2024

Mr. Eric Ford, Council President & Council Members
The City of Linwood
400 Poplar Avenue
Linwood, NJ 08221

**Re: Report of Bids
Linwood Bike Path Extension Phase II
Contract No. 50
City of Linwood, Atlantic County
PA No. 7501.50**

Dear Mr. Ford & Council Members:

On Wednesday, June 5, 2024 at 11:00 a.m., sealed bids were received by the City of Linwood for Contract No. 50: "Linwood Bike Path Extension Phase II". A total of three (3) contractors picked up bid documents during the bidding period and three (3) contractors submitted bids for the project. The bids are tabulated below in order from the lowest to the highest for the total bid:

Bidder's Name	Bid
Command Co., Inc.	\$ 195,699.12
Landberg Construction	\$ 207,354.77
Think Pavers	\$ 432,160.95

All of the bids have been checked for administrative completeness and math computations. The Engineer's Estimate for the bid was \$178,214.12. The lowest bid for the project submitted by Command Co., Inc. is approximately 10% above the Engineer's Estimate for the bid.


Based on an analysis of the bids received, the Engineer's Estimate and total project costs; the bid submitted by Command Co., Inc. is the lowest responsive bid and appears favorable to the City.

Subject to the appropriation of City funds, we recommend awarding the Contract in the amount of \$195,699.12 to Command Co., Inc. of Egg Harbor City, NJ.

If you should have any questions or require additional information, please feel free to call.

Very truly yours,

POLISTINA & ASSOCIATES


Vincent J. Polistina, PE, PP, CME
City Engineer

cc: Leigh Ann Napoli, City Clerk
Anthony Strazzeri, Chief Financial Officer

6684 Washington Avenue, Egg Harbor Township, NJ 08234
Phone: 609.646.2950 Fax: 609.646.2949

BID TABULATION FOR:
CITY OF LINWOOD
CONTRACT NO. 50 - LINWOOD BIKE PATH EXTENSION PHASE II

ITEM NO.	ITEM DESCRIPTION	QUANTITY	COMMAND COMPANY		LANDBERG CONSTRUCTION		THINK PAVERS	
			BID PRICE	TOTAL	BID PRICE	TOTAL	BID PRICE	TOTAL
1	Mobilization	1 LS	\$ 5,000.00	\$ 5,000.00	\$ 4,000.00	\$ 4,000.00	\$ 5,000.00	\$ 5,000.00
2	Construction Layout	1 LS	\$ 18,000.00	\$ 18,000.00	\$ 6,500.00	\$ 6,500.00	\$ 15,000.00	\$ 15,000.00
3	Cleaning Site	1 LS	\$ 18,000.00	\$ 18,000.00	\$ 25,000.00	\$ 25,000.00	\$ 94,999.33	\$ 94,999.33
4	Tree Removal	6 UNIT	\$ 1,500.00	\$ 9,000.00	\$ 2,200.00	\$ 13,200.00	\$ 1,000.00	\$ 6,000.00
5	Sawcutting	56 LF	\$ 10.00	\$ 560.00	\$ 2.00	\$ 112.00	\$ 1.00	\$ 56.00
6	Excavation, Unclassified	350 CY	\$ 50.00	\$ 17,500.00	\$ 28.00	\$ 9,800.00	\$ 20.00	\$ 7,000.00
7	Dense Graded Aggregate, Base Course, 6" Thick	1,500 SY	\$ 14.00	\$ 21,000.00	\$ 20.00	\$ 30,000.00	\$ 10.00	\$ 15,000.00
8	Hot Mix Asphalt, 12.5M64 Surface Course, 2" Thick	200 TON	\$ 180.00	\$ 36,000.00	\$ 150.00	\$ 30,000.00	\$ 100.00	\$ 20,000.00
9	6" x 6" Treated Timber Retaining Wall	100 LF	\$ 40.00	\$ 4,000.00	\$ 33.50	\$ 3,350.00	\$ 20.00	\$ 2,000.00
10	Reset Utility Valve Casting	5 UNIT	\$ 400.00	\$ 2,000.00	\$ 0.01	\$ 0.05	\$ 70.00	\$ 350.00
11	Concrete Vertical Curb	400 LF	\$ 37.00	\$ 14,800.00	\$ 45.00	\$ 18,000.00	\$ 600.00	\$ 240,000.00
12	Concrete Sidewalk, 4" Thick	150 SY	\$ 82.00	\$ 12,300.00	\$ 175.00	\$ 26,250.00	\$ 10.00	\$ 1,500.00
13	Detectable Warning Surface	11 UNIT	\$ 275.00	\$ 3,025.00	\$ 350.00	\$ 3,850.00	\$ 25.00	\$ 275.00
14	Hot Mix Asphalt Driveway, 2" Thick	45 SY	\$ 25.00	\$ 1,125.00	\$ 46.00	\$ 2,070.00	\$ 0.80	\$ 36.00
15	Traffic Markings, Thermoplastic	240 SF	\$ 30.00	\$ 7,200.00	\$ 20.00	\$ 4,800.00	\$ 1.00	\$ 240.00
16	Traffic Markings, Thermoplastic Lines, 4"	2,200 LF	\$ 2.00	\$ 4,400.00	\$ 1.00	\$ 2,200.00	\$ 5.00	\$ 11,000.00
17	Removal of Traffic Stripes	375 LF	\$ 3.00	\$ 1,125.00	\$ 1.65	\$ 618.75	\$ 1.00	\$ 375.00
18	Topsoil, Fertilize & Seed	1,250 SY	\$ 7.00	\$ 8,750.00	\$ 20.00	\$ 25,000.00	\$ 5.00	\$ 6,250.00
19	Temporary Silt Fence	2,250 LF	\$ 3.00	\$ 6,750.00	\$ 0.01	\$ 22.50	\$ 1.00	\$ 2,250.00
20	Construction Signs	150 SF	\$ 6.00	\$ 900.00	\$ 0.01	\$ 1.50	\$ 5.00	\$ 750.00
21	Breakaway Barricades	10 UNIT	\$ 26.00	\$ 260.00	\$ 0.01	\$ 0.10	\$ 100.00	\$ 1,000.00
22	Traffic Drums	25 UNIT	\$ 21.00	\$ 525.00	\$ 0.01	\$ 0.25	\$ 20.00	\$ 500.00
23	Traffic Cones	50 UNIT	\$ 18.00	\$ 900.00	\$ 0.01	\$ 0.50	\$ 0.01	\$ 0.50
24	Traffic Directors, Flaggers	24 HOUR	\$ 86.63	\$ 2,079.12	\$ 86.63	\$ 2,079.12	\$ 86.63	\$ 2,079.12
25	Fuel Price Adjustment	1 LS	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
TOTAL BASE BID				\$ 195,699.12		\$ 207,354.77		\$ 432,160.95

RESOLUTION NO. 104, 2024

A RESOLUTION AWARDING THE CONTRACT TO WEST BAY CONSTRUCTION FOR THE SEAVIEW DOCK & POPLAR DOCK IMPROVEMENTS, CONTRACT NO. 52

WHEREAS, the City of Linwood received bids for the Seaview Dock & Poplar Dock Improvements, Contract No. 52 in the City of Linwood on Friday, June 7, 2024 at 10:00 a.m. prevailing time; and

WHEREAS, the bids submitted have been received, reviewed and a recommendation has been made with regard to same;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that the Contract for the Seaview Dock & Poplar Dock Improvements, Contract No. 52 be and is hereby awarded to West Bay Construction, 133 Pleasant Ave, Absecon, NJ 08201 for the Base Bid amount of \$117,950.00 as set forth in the bid submitted, which is attached hereto and incorporated herein;

BE IT FURTHER RESOLVED, that the Mayor and City Clerk be and are hereby duly authorized, empowered and directed to execute a Contract or Agreement with West Bay Construction in accordance with the terms and conditions set forth in the bid/proposal submitted;

BE IT FURTHER RESOLVED, that this Resolution is contingent upon a Certification of Availability of Funds by the Chief Financial Officer of the City of Linwood.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 12th day of June, 2024.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 12th day of June, 2024.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

Memo

To: Mayor and Members of Council
From: Anthony Strazzeri, CFO
CC: Leigh Ann Napoli, RMC, CMR, MPA, City Clerk
Date: 6-10-2024
Re: Availability of Funds – Seaview and Poplar Dock Improvements

Pursuant to 40A: 4-57, I hereby certify that sufficient funds in the amount of \$117,950.00 are available under the 2024 Frank Stewart Trust Grant. Funds will be encumbered to West Bay Construction Inc. 133 Pleasant Ave Absecon, NJ 08201.

Vincent J. Polistina, PE, PP, CME
Ronald N. Curcio, PE, PP
Jennifer L. Heller, PP, AICP
Charles J. Kaenzig, PE



Civil / Municipal Engineering
Site Plan and Subdivision Design
Surveying
Land Use Planning
Water and Wastewater Design
Environmental Consulting
Inspection / Construction Management

June 7, 2024

Mr. Eric Ford, Council President and Council Members
The City of Linwood
400 Poplar Avenue
Linwood, NJ 08221

**RE: Report of Bids
Seaview Dock & Poplar Dock Improvements
Contract No. 52
City of Linwood, Atlantic County
PA No. 7501.69**

Dear Mr. Ford and Council Members:

On Friday, June 7, 2024, at 10:00 A.M., sealed bids were received by The City of Linwood for the "Seaview Dock & Poplar Dock Improvements" Contract No. 52. A total of eight (8) contractors picked up bid documents during the bidding period and six (6) contractors submitted bids for the project. The bids are tabulated below in order from the lowest to the highest for the total bid:

Bidders Name	Bid
West Bay Construction	\$ 117,950.00
Vulcan Construction	\$ 128,550.00
Command Company, Inc.	\$ 134,300.00
EZ Docks Unlimited, LLC	\$ 138,750.00
Fred M. Schiavone Const., Inc.	\$ 153,789.50
Walters Marine	\$ 165,000.00

All of the bids have been checked for administrative completeness and math computations. The Engineer's Estimate for the bid was \$130,950.00. The lowest bid for the project submitted by West Bay Construction is approximately 10% below the Engineer's Estimate for the bid.

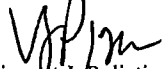
Based on an analysis of the bids received, the Engineer's Estimate and total project costs; the bid submitted by West Bay Construction is the lowest responsive bid and appears favorable to the City.

Subject to the appropriation of City funds, we recommend awarding the Contract in the amount of \$117,950.00 to West Bay Construction of Absecon, NJ.

If you should have any questions or require additional information, please feel free to call.

Very truly yours,

POLISTINA & ASSOCIATES


Vincent J. Polistina, PE, PP, CME
City Engineer

cc: Leigh Ann Napoli, City Clerk

ITEM NO.	ITEM DESCRIPTION	QTY	West Bay Construction		Vulcan Construction		Command Company, Inc.	
			BID PRICE	TOTAL	BID PRICE	TOTAL	BID PRICE	TOTAL
1	Mobilization & Permits	1 Lump	\$11,000.00	\$11,000.00	\$15,000.00	\$15,000.00	\$12,000.00	\$12,000.00
2	Clearing Site	1 Lump	\$10,000.00	\$10,000.00	\$14,500.00	\$14,500.00	\$20,000.00	\$20,000.00
3	Construction Layout	1 Lump	\$2,000.00	\$2,000.00	\$3,000.00	\$3,000.00	\$7,000.00	\$7,000.00
4	Gazebo	1 Unit	\$10,000.00	\$10,000.00	\$15,000.00	\$15,000.00	\$25,000.00	\$25,000.00
5	Concrete Wheel Stops	12 Unit	\$100.00	\$1,200.00	\$125.00	\$1,500.00	\$150.00	\$1,800.00
6	Rope Fence	550 LF	\$45.00	\$24,750.00	\$42.00	\$23,100.00	\$44.00	\$24,200.00
7	IPE Deck Boards, 5/4"x6"	1,150 SF	\$40.00	\$46,000.00	\$38.00	\$43,700.00	\$28.00	\$32,200.00
8	Crushed Clamshell Walkway, 3" Thick	15 CY	\$250.00	\$3,750.00	\$315.00	\$4,725.00	\$255.00	\$3,825.00
9	Chain Link Gate	1 Unit	\$1,200.00	\$1,200.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
10	Benches	2 Units	\$900.00	\$1,800.00	\$1,250.00	\$2,500.00	\$750.00	\$1,500.00
11	Solar Lighting	25 Units	\$200.00	\$5,000.00	\$100.00	\$2,500.00	\$139.00	\$3,475.00
12	Topsoil, Seed & Fertilize	25 SY	\$50.00	\$1,250.00	\$1.00	\$25.00	\$12.00	\$300.00
TOTAL BASE BID				\$117,950.00		\$128,550.00		\$134,300.00

POLISTINA & ASSOCIATES
CONSULTING ENGINEERS & PLANNERS
EGG HARBOR TOWNSHIP, NJ

LINWOOD, NEW JERSEY
CONTRACT NO. 52 - SEAVIEW DOCK & POPLAR DOCK IMPROVEMENTS

PAGE
PROJECT NO.
DATE

No. 1
7501.69
6/7/2024

ITEM NO.	ITEM DESCRIPTION	QTY	EZ Docks Unlimited, LLC		Fred M. Schiavone Const. Inc.		Walters Marine	
			BID PRICE	TOTAL	BID PRICE	TOTAL	BID PRICE	TOTAL
1	Mobilization & Permits	1	\$8,000.00	\$8,000.00	\$4,255.00	\$4,255.00	\$7,500.00	\$7,500.00
2	Clearing Site	1	\$4,000.00	\$4,000.00	\$11,040.00	\$11,040.00	\$25,000.00	\$25,000.00
3	Construction Layout	1	\$3,000.00	\$3,000.00	\$1,150.00	\$1,150.00	\$1,500.00	\$1,500.00
4	Gazebo	1	\$24,000.00	\$24,000.00	\$43,700.00	\$43,700.00	\$44,750.00	\$44,750.00
5	Concrete Wheel Stops	12	\$300.00	\$3,600.00	\$172.50	\$2,070.00	\$250.00	\$3,000.00
6	Rope Fence	550	\$68.00	\$37,400.00	\$48.30	\$26,565.00	\$50.00	\$27,500.00
7	IPE Deck Boards, 5/4"x6"	1,150	\$35.00	\$40,250.00	\$49.45	\$56,867.50	\$35.00	\$40,250.00
8	Crushed Clamshell Walkway, 3" Thick	15	\$650.00	\$9,750.00	\$36.80	\$552.00	\$300.00	\$4,500.00
9	Chain Link Gate	1	\$2,000.00	\$2,000.00	\$1,150.00	\$1,150.00	\$3,000.00	\$3,000.00
10	Benches	2	\$1,500.00	\$3,000.00	\$920.00	\$1,840.00	\$1,500.00	\$3,000.00
11	Solar Lighting	25	\$110.00	\$2,750.00	\$149.50	\$3,737.50	\$150.00	\$3,750.00
12	Topsoil, Seed & Fertilize	25	\$40.00	\$1,000.00	\$34.50	\$862.50	\$50.00	\$1,250.00
TOTAL BASE BID				\$138,750.00		\$153,789.50		\$165,000.00

RESOLUTION NO. 105, 2024

A RESOLUTION AUTHORIZING THE CITY OF LINWOOD TO ENTER INTO A COOPERATIVE PRICING AGREEMENT WITH THE EDUCATION SERVICES COMMISSION OF NEW JERSEY

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Educational Services Commission of New Jersey, hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on June 12, 2024 the governing body of the City of Linwood, County of Atlantic, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that this Resolution shall be known and may be cited as the Cooperative Pricing Resolution of the City of Linwood;

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 40A:11-11(5), the Mayor and City Clerk are hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency;

BE IT FURTHER RESOLVED, that the Lead Agency shall be responsible for complying with the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey;

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately upon passage.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 12th day of June, 2024.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 12th day of June, 2024.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

COOPERATIVE PRICING SYSTEM AGREEMENT

THE EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY
65-MCESCCPS

AGREEMENT FOR A COOPERATIVE PRICING SYSTEM

This Agreement made and entered into this _____ ay of _____, 2024 by and between the EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY and the City of Linwood who desires to participate in the EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY COOPERATIVE PRICING SYSTEM.

WITNESSETH

WHEREAS, *N.J.S.A. 40A:11-11(5)*, specifically authorizes two or more contracting units to establish a Cooperative Pricing System for the provision and performance of goods and services and enter into a Cooperative Pricing Agreement for its administration; and

WHEREAS, the EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY is conducting a voluntary Cooperative Pricing System with other contracting units; and

WHEREAS, this Cooperative Pricing System is to effect substantial economies in the provision and performance of goods and services; and

WHEREAS, all parties hereto have approved the within Agreement by Resolution in accordance with the aforesaid statute; and

WHEREAS, it is the desire of all parties to enter into such Agreement for said purposes;

NOW, THEREFORE, IN CONSIDERATION OF the promises and of the covenants, terms and conditions hereinafter set forth, it is mutually agreed as follows:

The goods or services to be priced cooperatively may include supplies and materials, time and material bids, energy aggregation and such other items that two or more participating contracting units in the system agree can be purchased on a cooperative basis.

1. The items and classes of items which may be designated by the participating contracting units hereto may be purchased cooperatively for the period commencing with the execution of this Agreement and continuing until terminated as hereinafter provided.
2. The Lead Agency, on behalf of all participating contracting units, shall upon approval of the registration of the System and annually thereafter IN JANUARY OF EACH SUCCEEDING YEAR publish a legal ad in such format as required by *N.J.A.C. 5:34- 7.9(a)* in its official newspaper normally used for such purposes by it to include such information as:
 - (A) The name of Lead Agency soliciting competitive bids or informal quotations.
 - (B) The address and telephone number of Lead Agency.
 - (C) The names of the participating contracting units.
 - (D) The State Identification Code assigned to the Cooperative Pricing System.
 - (E) The expiration date of the Cooperative Pricing System.
3. Each of the participating contracting units shall designate, in writing, to the Lead Agency, the items to be purchased and indicate therein the approximate quantities if required, the location for delivery and other requirements, to permit the preparation of specifications as provided by law.
4. The specifications shall be prepared and approved by the Lead Agency and no changes shall be made thereafter except as permitted by law. Nothing herein shall be deemed to prevent changes in specifications for subsequent purchases.
5. A single advertisement for bids or the solicitation of informal quotations for the goods or services to be purchased shall be prepared by the Lead Agency on behalf of all of the participating contracting units desiring to purchase any item.
6. The Lead Agency when advertising for bids or soliciting informal quotations shall receive bids or quotations on behalf of all participating contracting units. Following the receipt of bids, the Lead Agency shall review said bids and on behalf of all participating contracting units, either reject all or certain of the bids or make one award to the lowest responsible bidder or bidders for each separate item. This award shall result in the Lead Agency entering into a Master Contract with the successful bidder(s) providing for two categories of purchases:
 - (A) The quantities ordered for the Lead Agency's own needs, and
 - (B) The estimated aggregate quantities to be ordered by other participating contracting units by separate contracts, subject to the specifications and prices set forth in the Lead Agency's Master Contract.

7. The Lead Agency shall enter into a formal written contract(s) directly with the successful bidder(s) only after it has certified the funds available for its own needs.
8. Each participating contracting unit shall also certify the funds available only for its own needs ordered; enter into a formal written contract, when required by law, directly with the successful bidder(s); issue purchase orders in its own name directly to successful vendor(s) against said contract; accept its own deliveries; be invoiced by and receive statements from the successful vendor(s); make payment directly to the successful vendor(s) and be responsible for any tax liability.
9. No participating contracting unit in the Cooperative Pricing System shall be responsible for payment for any items ordered or for performance generally, by any other participating contracting unit. Each participating contracting unit shall accordingly be liable only for its own performance and for items ordered and received by it and none assumes any additional responsibility or liability.
10. The provisions of Paragraphs 7, 8, 9, and 10 above shall be quoted or referred to and sufficiently described in all specifications so that each bidder shall be on notice as to the respective responsibilities and liabilities of the participating contracting units.
11. No participating contracting unit in the Cooperative Pricing System shall issue a purchase order or contract for a price which exceeds any other price available to it from any other such system in which it is authorized to participate or from bids or quotations which it has itself received.
12. The Lead Agency reserves the right to exclude from consideration any good or service if, in its opinion, the pooling of purchasing requirements or needs of the participating contracting units is either not beneficial or not workable.
13. The Lead Agency shall appropriate sufficient funds to enable it to perform the administrative responsibilities assumed pursuant to this Agreement.
14. *It is understood that all fees for each participating contracting unit are paid to the Lead Agency by the successful bidder as follows:*
 - *Supplies, materials, goods and services at 2.2% of sales.*
 - *Natural Gas .00325 per therm*
 - *Electrical Aggregation.00125 per kilowatt hour*
 - *Demand Response at 7% of reimbursement*All fees are included within the bid price and are subject to change with new awards and notice to all cooperative members will be provided.
15. This Agreement shall become effective on 5/21/22 subject to the review and approval of the Director of the Division of Local Government Services and shall continue in effect for a period not to exceed five (5) years from said date unless any party to this Agreement shall give written notice of its intention to terminate its participation.

16. *Additional local contracting units may from time to time, execute this Agreement by means of a Rider annexed hereto, which addition shall not invalidate this Agreement with respect to other signatories. The Lead Agency is authorized to execute the Rider on behalf of the members of the System.*
17. All records and documents maintained or utilized pursuant to terms of this Agreement shall be identified by the System Identifier assigned by the Director, Division of Local Government Services, and such other numbers as are assigned by the Lead Agency for purposes of identifying each contract and item awarded.
18. This Agreement shall be binding upon and inure to the benefit of the successors and assigns of the respective parties hereto.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed and executed by their authorized corporate officers and their respective seals to be hereto affixed the day and year above written.

FOR THE LEAD AGENCY

BY: _____
 Nadia Romano
 Superintendent

ATTEST BY: _____
 Name and Title

For: _____
 City of Linwood

BY: _____
 Darren Matik, Mayor

ATTEST BY: _____
 Leigh Ann Napoli, Municipal Clerk

RESOLUTION NO. 106, 2024

A RESOLUTION AUTHORIZING THE HIRING OF THOMAS P. FLYNN, III TO THE POSITION OF FIREFIGHTER IN THE CITY OF LINWOOD

WHEREAS, the City of Linwood is desirous of filling a vacancy for the position of Firefighter in the Linwood Fire Department; and

WHEREAS, Thomas P. Flynn, III was hired by the City as a Part Time Relief Firefighter for the City of Linwood by Resolution No. 71, 2021 and has applied for the vacancy position of Firefighter;

WHEREAS, the Common Council of the City of Linwood is desirous of hiring Thomas P. Flynn, III to said position;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that Thomas P. Flynn, III be and is hereby hired to the position of Firefighter in the City of Linwood effective June 13, 2024 at a salary of \$51,973.00 as provided for in the Linwood Salary Ordinance and all amendments thereto;

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 12th day of June, 2024.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 12th day of June, 2024.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

RESOLUTION NO. 107, 2024

A RESOLUTION AWARDING A CONTRACT TO FOVEONICS IMAGING TECHNOLOGIES, INC FOR DOCUMENT SCANNING AND MANAGEMENT UNDER THE NJ STATE APPROVED COOPERATIVE #65MCESCCPS BID #ESCNJ 22/23-11

WHEREAS, there exists within the City of Linwood, New Jersey, the need for document scanning and management; and

WHEREAS, the City of Linwood is a member of the Educational Services Commission of the New Jersey Cooperative Pricing System; and

WHEREAS, Foveonics is an approved vendor for document scanning and management under Co-op #65MCESCCPS Bid #ESCNJ 22/23-11; and

WHEREAS, the City of Linwood has received a proposal from Foveonics, as well as proposals from additional vendors, for document scanning and management; and

WHEREAS, the proposals submitted have been received, reviewed and recommendations have been made with regard to same;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that the Contract for Document Scanning and Management of the Construction Office files for the City of Linwood be and is hereby awarded to Foveonics Imaging Technologies, Inc, 310 Main Street, Ste 6, Toms River, N.J. 08753-7401, under the NJ State Approved Co-op #65MCESCCPS Bid #ESCNJ 22/23-11 for and in the total amount of \$120,000.00, as set forth in the proposal submitted, which is attached hereto and incorporated herein;

BE IT FURTHER RESOLVED, that the Mayor and City Clerk be and are hereby duly authorized, empowered and directed to execute a Contract or Agreement with Trius Inc. in accordance with the terms and conditions set forth in the proposal submitted;

BE IT FURTHER RESOLVED, that this Resolution is contingent upon a Certification of Availability of Funds by the Chief Financial Officer of the City of Linwood.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 12th day of June, 2024.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal
this 12th day of June, 2024.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____

Linwood

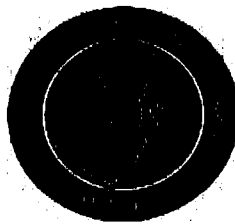
NJ State Approved Co-op #65MCESCCPS Bid #ESCNJ 22/23-11



The City of Linwood

Backfile Conversion

NJ State Approved Co-op #65MCESCCPS Bid #ESCNJ 22/23-11



Prepared by:

Robert Risberg, Director of Operations

Foveonics Document Solutions

www.Foveonics.com

1/18/2024



The city would like to digitize their archived records. There is a great emphasis on following the path of several municipalities in Atlantic County, including Brigantine and Northfield, in partnering with a vendor that is recognized by the state of NJ for imaging, cloud storage and destruction of government agency records in accordance with NJ DORES.

We have municipal customers approved to use Cares & ARP federal funding for this this project as a COVID 19 related safety mechanism for two reasons:

1. Eliminating the need for the public to enter the building to process paperwork.
2. Eliminating the need for staff to touch and pass around physical files.

As always, the ESCNJ cooperative has vetted out these services to ensure your municipality gets the most cost-effective rates without having to go out to bid.

Key Points of consideration:

1. The city is not compliant with NJ State procedures for business continuity and disaster recovery preparedness. The records stored are the "original" / only copy and thus are susceptible to fire, flooding, deterioration or unforeseen incidents that would result in the permanent loss of these records. The potential loss of these records is a substantial liability to Linwood.
2. Space is a concern, as currently, physical paper is being stored in various locations and databases across the municipality.
3. The city would benefit from consolidating all data under one simple, cost-effective solution that would give staff access to these records electronically, even remotely. All manual tasks would become automated, including redaction.
4. The city is fulfilling OPRA requests manually. A digital database would allow the city to optimize internal resources and serve citizens faster.

A: Executive Summary

The proposal submitted by Foveonics Document Solutions meets or exceeds all of the requirements for Linwood. The services will be as follows and will receive the lowest unit cost through the ESCNJ Cooperative:

- Boxing and Labeling
- Transportation
- Scanning of Paper Documents
- Preparation of Documents
- Indexing
- QA
- Compliance & Security Requirements
- Cloud Storage
- Training
- Work with township and State of New Jersey to get imaging system registration amended.
- Destruction upon approval from Artemis.

Key Highlights:

Tracking the project: (Project Management)

Foveonics has created an operational methodology with checks and balances that have repeatedly proven to deliver a quality high-end product for our customers. Foveonics utilizes the most advanced project management tool that encompasses all phases of this project. **Basecamp** is utilized to capture and deliver the highest quality results. Every single step of the imaging process is documented from pick up to importing of images. **All emails, correspondence, scan & QA logs, approvals and logistics are covered**; including any project managers or contacts within Linwood. Our project management tool provides our customers with industry best practices, inventory and logistics tracking from start to finish while also providing critical date, time and name stamping at each production check point for tracking and visibility from a quality control and operations management standpoint. In addition, **BaseCamp** will provide an automated way of making requests (such as retrieval requests of active documents as needed by the city) as well as reporting and tracking problems both internally and externally.

Guaranteed Quality Control/QA:

Foveonics will apply its "best practices" quality control processes for this project. Foveonics projects are set for 100% QA. Foveonics exceeds the state requirements set forth for QA procedures. Our QA Analysts for this project have QA'd over 500 million images for local, municipal and State and educational institutions. Our QA Teams' lone responsibility is Quality Assurance which checks for wide array of specifications and ensures a professional product.

Document Scanning & Film Scanning if necessary:

Documents will be scanned on Foveonics' "best of breed" production scanners. Kodak i660s will be used to scan small format paper at 300DPI and Vidar E-size scanners will be used to scan the large format paper at 300DPI; Fujitsu 5750Cs will be used for any exception scans. All pages, will be saved as single page black and white Group IV TIFF images. **Small format paper will be scanned in duplex mode and blank images will be removed post-scanning.**

Project Organization & Management:

For this project, Robert Risberg who is the Vice President of Operations and has personally managed over 500 million images and over 200 completed projects will be the dedicated project manager. Richard Bell will be the alternate project manager, and will also allocate a set of experienced executives, technical, programming, quality assurance and operations staff that will be responsible for overseeing and carrying out the contract requirements. Foveonics will use **BaseCamp** processes and rules for all project management from pre-production to production work. **BaseCamp** allows for all communication and daily updates as well as bi-weekly updates as requested. Questions or concerns during any phase of the project can be communicated through **BaseCamp**.

Price/Best Value: (NJ State Approved Co-op #65MCESCCPS Bid #ESCNJ 22/23-11)

In summary, as subject matter experts, Foveonics' experience and capacity coupled with the proposed approach for service, quality control, and project management ensures Linwood City will receive the highest level of service, meeting required turn-around time, at the lowest possible cost. Over the last 20 years Foveonics has scanned, indexed and uploaded images for more NJ municipalities than any other vendor.

F: Project Approach

Foveonics will work alongside Linwood to complete all projects as needed. As outlined within the project approach, Foveonics will provide all necessary services to meet NJDORES regulations. All aspects of the project including: milestones, tasks, correspondence, invoicing and contract documentation will be managed by Foveonics web-based project management software, *BaseCamp*. The designated faculty will be able to access *BaseCamp* in real time, allowing for a quick and simple way to track the project's status. In addition, *BaseCamp* will provide an automated way of making requests, such as retrieval requests of documents within Foveonics possession.

F.1 Transportation/Document Storage & Facility

Foveonics utilizes our own vehicles and will transport documents from Linwood to our production facility within ten days of being notified. Foveonics personnel will ensure the safe transportation of all documents to the Foveonics facility. Documents will be kept in their original boxes and bindings and placed into Foveonics' storage containers during the transportation process.

Upon receipt of a shipment, a comprehensive manifest of the shipment will be created. The contents of each box will be logged into Foveonics' box manifesting system. Bar-coded labels will be applied to each box/book. The bar-coded labels will contain information regarding the contents of the box/book, date of receipt, and client information. The inventory of the boxes will allow Foveonics to efficiently retrieve documents requested by authorized personnel. File requests are made via email to docreq@foveonics.com and are usually filled within 2 hours of receipt.

Once a box has been bar coded, it will be placed in Foveonics' secure pre-scanning storage room. The pre-scanning storage room is secured with a surveillance camera & dual entry access authentication (bar coded ID badge & PIN access). The pre-scanning storage room is climate controlled, has a smoke detector, and a fire extinguishing system in place. Upon completion of a particular project, Foveonics will store the documents at our facility, pending approval for destruction, and either return or shred documents as directed by the city.

Security is a critical element in all of the Foveonics projects. Due to the sensitive nature of the material that is imaged and our New Jersey State Contract, which was mandatory, we have implemented a corporate-wide security policy. This includes:

- Employee background checks
- Electronic keycard access to the production facility
- 24 Hour Video Surveillance
- Security cameras are positioned at all access areas in the production facility.
- Separate keycard access to server room
- *IT Disaster Recovery Plan, Crisis Management Plan
- Electronic information back-up
- Visitor sign-in procedures include log-in and escort by management.
- Secure and climate-controlled facility for archival storage

F.2 Document Preparation

Foveonics document preparation personnel will be supplied with boxes from the secure pre-scanning storage room. Each document prep employee will prepare the contents of one (1) box before being supplied with another; this will help ensure the security of the documents. The documents' relationship to the folder they came from or were connected to is always maintained.

During the Small Document preparation process the following tasks will be performed:

- A unique tracking number will be physically applied to each file and individual drawing for inventory and tracking purposes.
- All staples, paper clips, rubber-bands, pins, and post-it notes will be removed from the documents, if necessary.
- Forms and continuous-feed-paper will be separated into single pages.
- Documents will be flattened or prepared based on their condition.
- Multi-part forms will be separated and only the highest quality page will be scanned.
- **Signatures and seals will be made visible using the "charcoal stick" process. If seal is illegible post-imaging, it is labeled as such, and the original not destroyed and returned to the City in separate container marked "Permanent Records."**
- Any materials that cannot be scanned, such as poor-quality files, will be logged with the file folder that the items came from and returned to the City in an organized manner.

Logs for Document Prep

F.3 Document Scanning

Documents will be scanned on Foveonics' "best of breed" production scanners. All documents will be scanned, duplex, at their original size as black and white Group IV TIFFS, unless otherwise noted. Photographs and images that lose their integrity when scanned in black and white will be scanned in grey scale or color. For any documents that are still illegible, the originals will be returned to the township in a separate container marked "Permanent Record".

Small documents will be scanned on Kodak i660's at a resolution of 300 DPI and saved per folder as one multi-page TIFF. Small format documents will be scanned in duplex mode and blank images will be removed post-scanning.

The Large format documents will be scanned on Vidar Atlas P42 E-size scanners at a resolution of 300 DPI and saved as a black and white single page TIFF. These large format scanners are capable of scanning large drawings consisting of paper, Mylar, cloth and/or blueprints up to 72" x 38" in size. All large documents that have a signature, initials or original writing of any kind on the back will also be scanned.

All images will be rotated to the correct angle for viewing purposes. Images will be de-skewed and de-speckled as needed. Foveonics will utilize custom scanner operator software to log information about scanned images. Box ID, Scanner Operator name, date and time of scan, and source document quality grades, along with other information pertinent to Foveonics operations will be logged.

Foveonics' scanner operators will ensure that scanners are maintained so that quality images are produced. Scanner cameras will be regularly cleaned to prevent lines from appearing on the images. Rollers will be clean and periodically changed to ensure minimal double-feeds. Should poor quality images, or double feeds occur during the scanning process, the scanner operator will delete the poor-quality images, rectify the problem causing the quality / double-feed issue and commence scanning with the page after the last quality image captured. Fujitsu 5750Cs will be used for any exception scans.

- Poor images are always logged, and Linwood will be notified
- Foveonics will "charcoal stick" raised seals when necessary.



- Foveonics is familiar and meets all NJ DORES requirements for scanning.
- Logs will be kept for all scanning operations.
- Small and large illegible post-imaging documents will be labeled as such, the originals will be segregated out and returned to the city in a separate container marked "Permanent Records"

Reminder every single phase of this project is logged into our interactive software, BaseCamp

F.5 Microfilm Conversion (If Applicable)

Foveonics offers Microfilm Conversion in the ESCNJ Cooperative and if any phases consist of Microfilm Conversion, Foveonics will provide it at the best possible cost.

F.6 Quality Assurance

Foveonics Quality Assurance Analyst will inspect every image to verify that quality standards are met according to NJ DORES specifications. Any images that are deemed unsatisfactory will be logged into the QA application database and rescanned. The rescanned images will be re-inspected and then moved into place, overwriting the poor-quality image. Every single image is inspected by our QA managers. QA cannot be effectively done while scanning.

Along with ensuring the quality of the produced images, the Foveonics QA Analysts will perform the following tasks:

- Blank images removed.
- Images are de-skewed and de-speckled as needed.
- Images rotated so that they are oriented in a "read right" fashion, if necessary.
- Quality grades are assigned to each large document scan.
- QA logs are kept and will be provided to Egg Harbor City upon completion of the project.
- Foveonics will assign a quality grade to each Large Document scan.

The quality grade is based on the quality of the original and the quality of scan and will have three gradations that denote:

- i. Perfect scan, no data lost or image deterioration.
- ii. Good scan, no data lost but some image deterioration.
- iii. Poor scan, data lost and or major image deterioration.

F.7 Indexing/ Digital Images/EDMS

Foveonics will utilize the “double key stroke” methodology to ensure the optimal accuracy of the created digital index. Two Foveonics’ Indexers will keystroke documents. The indexing will be significant to the end result of the project. Foveonics’ Indexing Staff have been responsible for nearly 100 municipality projects and a New Jersey State Contract.

Our Indexing staff has an impeccable record throughout the last several years. All projects are unique. In most cases a database of some kind can be used to reduce keystrokes and the amount of indexing that actually needs to be accomplished. Many projects are similar and customized drop-down boxes are used to aid the Index Operator eliminating many manual processes. The final step is for the Indexing QA Manager to review the index data for any anomalies.

Indexing:

- Construction. (Permits)
 - a) Lot
 - b) Block
 - c) House #
 - d) Street Name
 - e) Qualifier

The construction jackets will receive the standard indexing above. The different pages inside those jackets will fall under each jacket’s indexed information. Via Zoom call with construction tech onsite.

F.8 Destruction

Foveonics will assist the custodian of records with the paperwork necessary to amend the existing imaging system with the state. We are not allowed to submit the application on your behalf so we rely on you to follow up and make sure the system is approved so that you can apply to Artemis for destruction. Once you have approval, we will destroy the records for free and provide you with a certificate for your records.

F.9 Funding

American Rescue: Government agencies can use the funds for "Improving coordination among state, local, tribal and other entities to slow the spread of Covid-19 as they have done with the Cares Funding thus far.

Grant Administrator's across NJ have approved the project as a COVID 19 related safety mechanism for many reasons:

1) *Reducing* the need for the public to enter the building to process paperwork. 2) *Reducing* the need for staff to touch and pass around physical files. 3) *Gaining* digital access 24/7 to records, including working remotely. 4) *Providing* a digital footprint for OPRA records. 5) *Publishing* all acceptable redacted images publicly on their website reducing the need for OPRA.

References



Kimberly-Marie White— Clerk, Eastampton, NJ

“Foveonics has allowed Eastampton Township to transition our record keeping to the digital age with ease. It is so much more efficient than paper-based records, is available for our Township employees to quickly access the information whenever they want, from any location. They no longer need to come to the Municipal Building to search through boxes and files for a document. It is such a time saver! The process for retrieval of records was seamless, and communication was continuous at all times. The representatives were great to work with, and on-site demeanor was wonderful. The entire process including records destruction was fully explained.”

Maria Carrington – Clerk, Bordentown Township

“I am writing to let you know how pleased we are to be working with Foveonics. With the bulk of our construction permits now imaged, retrieving documents in response to OPRA requests is easy and efficient. As we have moved to imaging other departments, we appreciate your knowledge, understanding and assistance as we have partnered together to work with DORES at the State level to receive imaging and destruction approvals. Your comprehensive approach to tackling the record management tasks is very much appreciated!”

Marc Seemon – Administrator, Borough of Midland Park, NJ

“Foveonics has given our Building Department the ability to not only find records within seconds through their digital online format, but has enhanced our working environment by eliminating the need for numerous filing cabinets. Record digitization has allowed our department to save space and time as their software allows our employees to find records in key strokes instead of searching through physical records. If you are a small town in need of creating departmental space, Foveonics is a great resource for you!”

Patricia Hunt -Clerk/Registrar, Moorestown Township, NJ.

“Moorestown Township has, for the past several years, utilized the services of Foveonics to digitalize (annually) its construction permit application files. These services have helped the Township manage and retrieve its records in an effective and efficient manner. The process also allows for records destruction, resulting in available space for records currently being created. Foveonics is not a “one-size fits all organization.” The staff listens to your individual needs and, with your budget in mind, helps to customize a plan that will assist you in meeting those needs and your overall goals.”

Benjamin Hurst, IT Director, City of Ocean City, NJ

“The City of Ocean City was faced with the monumental task of having to digitize their construction permit applications which were water damaged from Hurricane Sandy. On top of the large amounts of paper to manage, the city was receiving several hundred OPRA requests pertaining to the Construction Department. “Foveonics was able to meet all of our scanning needs as well as provide us with a web-based document management system for easy search and retrieval. This saved the city countless time and resources from the manual process.”

F.10 Estimated Costs

***Estimated cost based on linear footage of construction records located in the basement.

ESCNJ State Approved Pricing - CO-OP #65MCECCPS Bid #ESCNJ 22/23-11

Construction PHASE #1

Item	Unit Price	Quantity	Total Price
Pickup and Delivery	\$1.00	90.00	\$90.00
Boxing and Labeling	\$19.00	90.00	\$1,553.19
Preparation of Files	\$19.00	495.00	\$8,542.54
Sorting of Blueprints	\$19.00	225.00	\$3,882.97
Imaging of Files Large Format	\$0.55	9,450.00	\$4,720.88
Imaging of Files Small Format	\$0.047	436,500.00	\$18,634.19
Indexing of Files	\$0.06	45,000.00	\$2,452.41
Quality Assurance	\$19.00	180.00	\$3,106.38
Searchable PDF	\$0.005	445,950.00	\$2,025.28
		One Time Scanning Fee	Total \$45,007.84



Construction PHASE #2

Item	Unit Price	Quantity	Total
Pickup and Delivery	\$1.00	90.00	\$90.00
Boxing and Labeling	\$19.00	90.00	\$1,553.19
Preparation of Files	\$19.00	495.00	\$8,542.54
Sorting of Blueprints	\$19.00	225.00	\$3,882.97
Imaging of Files Large Format	\$0.55	9,450.00	\$4,720.88
Imaging of Files Small Format	\$0.047	436,500.00	\$18,634.19
Indexing of Files	\$0.06	45,000.00	\$2,452.41
Quality Assurance	\$19.00	180.00	\$3,106.38
Searchable PDF	\$0.005	445,950.00	\$2,025.28
		One Time Scanning Fee	Total \$45,007.84

Construction PHASE #3

DESCRIPTION	UNIT PRICE	QUANTITY	TOTAL
Pickup and Delivery	\$1.00	90.00	\$90.00
Boxing and Labeling	\$19.00	90.00	\$1,553.19
Preparation of Files	\$19.00	495.00	\$8,542.54
Sorting of Blueprints	\$19.00	225.00	\$3,882.97
Imaging of Files Large Format	\$0.55	9,450.00	\$4,720.88
Imaging of Files Small Format	\$0.047	436,500.00	\$18,634.19
Indexing of Files	\$0.06	45,000.00	\$2,452.41
Quality Assurance	\$19.00	180.00	\$3,106.38
Searchable PDF	\$0.005	445,950.00	\$2,025.28
		One Time Scanning Fee	Total \$45,007.84

Annual Software Costs

Web Based Unlimited Users -	Per Repository	\$35.00	1	\$420.00
Web Based Software Storage	Per GB / Per Month	\$10.00	30/12	\$3,600.00

***Estimate is based on linear footage, but the unit pricing always prevails, and the township will only be billed for the actual images produced at the ESCNJ cooperative rates.

Authorization and Acceptance

The terms and conditions of the **Professional Services Agreement** apply in full to the services and products provided under this Statement of Work.

IN WITNESS WHEREOF, the parties hereto each acting with proper authority have executed this Statement of Work, under seal.

The City of Linwood:

Foveonics Document Solutions:

Full name	Full name
Title	Title
Signature	Signature
Date	Date



RESOLUTION NO. 108, 2024

A RESOLUTION AUTHORIZING PAYMENT OF A PROPERTY CLAIM TO MICHELLE
SABATINI

WHEREAS, on April 17, 2024, the City of Linwood filed a property claim with the Atlantic County Municipal Joint Insurance Fund (ACMJIF) for missing property; and

WHEREAS, on May 9, 2024, the ACMJIF authorized said property claim and issued payment to the City of Linwood; and

WHEREAS, it is necessary to issue the payment received by the ACMJIF to Michelle Sabatini for the property loss;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Linwood that that the Chief Financial Officer of the City of Linwood be and hereby is authorized, empowered and directed to issue a check from the City of Linwood in the amount of \$51,775.00 to Michelle Sabatini, 1860 Franklin Boulevard, Linwood, New Jersey 08221 for the property loss.

I, Leigh Ann Napoli, RMC, Municipal Clerk of the City of Linwood, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the City Council of Linwood, held this 12th day of June, 2024.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 12th day of June, 2024.

LEIGH ANN NAPOLI, RMC, MUNICIPAL CLERK

DARREN MATIK, MAYOR

APPROVED: _____