

TOWNSHIP OF LAWRENCE

Office of the Municipal Manager

2207 Lawrence Road

Lawrenceville, New Jersey 08648

MEMORANDUM

TO: Township Council

FROM: Richard S. Krawczun, Municipal Manager

DATE: September 29, 2016

UPCOMING MEETING

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Awarding, Amending and/or Rejecting of Bids

There are four contract awards and one bid rejection.

Resolution 9-A authorizes an award of bid to Affordable Housing Administrators for administering the Lawrence Township Affordable Housing Rehabilitation Program. The amount of the contract is \$6,550. Funding is available from the Affordable Housing Rehabilitation Grant Fund.

Resolution 9-B authorizes an award of bid to NuPump Corporation of Malaga, New Jersey for the removal of debris/brush from Colonial Lake. The amount of the award is \$18,600. Funding is available from the Lawrence Township Open Space Trust Fund.

Resolution 9-C authorizes an award of bid to Bayshore Ford Truck Sales of New Castle, Delaware for the providing of a senior center transit vehicle. The amount of the bid award is \$35,223. Funding is available from a capital improvement ordinance and the appropriation for Senior Center Programs, Other Expenses.

Resolution 9-D authorizes an award of bid to Bayshore Ford Truck Sales of New Castle, Delaware for the providing of a Ford Transit Connect, Wagon for the Lawrence Township Recreation Department. The amount of the bid award is \$23,955. Funding is available from a capital improvement ordinance authorized for this purpose.

Resolution 9-E authorizes the rejection of bids for rehabilitation repairs at a Township owned affordable housing unit at 1319 Colts Circle due to bid amounts exceeding estimates.

Introduction of Ordinances

There are two ordinances for introduction.

Ordinance 10-A authorizes amendments to the sewer user rates and demand charges for fiscal year 2017. The Ewing Lawrence Sewerage Authority (ELSA) provides sewer treatment services to Lawrence Township businesses and residences. Lawrence Township and Ewing Township are billed for the apportionment of flow into the sewer plant from each municipality. The flow amounts are then applied to the apportionment of costs for plant debt service and operations. The amounts due are billed to each municipality. The current sewer rates are in need of adjustment in order for the necessary amount of revenue being collected to pay the amounts billed by ELSA. Rates were last adjusted in 2012.

Ordinance 10-B authorizes the processes for disbursement of payroll funds on behalf of the Township and utilization of a third party payroll services provider.

Adoption of Ordinances

There are no ordinances for adoption.

Resolutions

The agenda includes routine administrative authorizations as well as resolutions providing for refunds, bond releases and acceptances.

Resolution 18-A authorizes the acceptance of a New Jersey Department of Environmental Protection forest restoration grant in the amount of \$30,000 and it further authorizes the Mayor to sign said grant agreement.

Resolution 18-B authorizes utilization of a State Contract Vendor, Winner Ford of Cherry Hill, New Jersey for the purchase of one Ford F250 Pick-Up Truck for the Department of Public Works. The amount of the purchase is \$43,839. Funding is available from a capital improvement ordinance authorized for this purpose.

Resolution 18-G amends the professional services contract of Clarke Caton Hintz represented by Brian Slauch, PP, AICP as Planning Consultant to the Zoning Board. The amount of the increase is \$10,000. The new contract maximum is \$40,500. Funding will be available from Zoning Board application escrow deposits.

Resolution 18-K authorizes a service contract with Primepoint HRMS & Payroll of Mount Holly, New Jersey to provide township employees mandatory Affordable Care Act documentation at year-end 2016. The amount of the contract is \$7,600.

Please feel free to contact me should you have any questions about the agenda.