

**TOWNSHIP COUNCIL WORKSHOP AGENDA**

TUESDAY, JANUARY 2, 2024

7:00 P.M.

**SALUTE TO THE FLAG**

**STATEMENT OF PUBLIC NOTICE** - TAKE NOTICE THAT ADEQUATE NOTICE OF THIS MEETING HAS BEEN PROVIDED IN ACCORDANCE WITH N.J.S.A. 10:4-8 AND N.J.S.A. 10:4-10 AS FOLLOWS: A NOTICE OF THE MEETING WAS PROMINENTLY POSTED ON THE BULLETIN BOARD AT THE MUNICIPAL BUILDING, LOCATED AT 225 MAIN STREET, LITTLE FALLS, N.J. ON DECEMBER 8, 2023. A COPY OF THE NOTICE WAS MAILED TO THE NORTH JERSEY HERALD & NEWS AND THE RECORD ON THE SAME DATE. ADDITIONALLY, A COPY OF THE NOTICE WAS FILED IN THE OFFICE OF THE TOWNSHIP CLERK ON SAID DATE.

**A LINK AND A TELEPHONE NUMBER TO JOIN THE MEETING VIRTUALLY CAN BE ACCESSED ON THE TOWNSHIP WEBSITE AT [WWW.LENJ.COM](http://WWW.LENJ.COM). ELECTRONIC PROVISIONS HAVE BEEN ESTABLISHED FOR THE PUBLIC TO PARTICIPATE DURING THE PUBLIC COMMENT PORTION OF THE MEETING.**

**ROLL CALL**

PROCLAMATION RECOGNIZING CERVICAL CANCER AWARENESS MONTH

RECOGNITION OF HOLIDAY LIGHTS DECORATING CONTEST WINNERS

**PUBLIC COMMENT - GENERAL MATTERS AND AGENDA ITEMS**

ANYONE WISHING TO ADDRESS THE TOWNSHIP COUNCIL MAY DO SO THROUGH THE COUNCIL PRESIDENT. IT IS PREFERRED IF YOU GIVE YOUR NAME AND ADDRESS FOR THE RECORD. COMMENTS ARE TO BE LIMITED TO THREE MINUTES, HOWEVER, IF APPROPRIATE, YOU MAY BE GRANTED ADDITIONAL TIME IN THE SOLE DISCRETION OF THE COUNCIL PRESIDENT.

MEMBERS OF THE PUBLIC WHO HAVE JOINED THE MEETING VIRTUALLY AND DESIRE TO PROVIDE COMMENT SHALL RAISE THEIR VIRTUAL HAND IN THE ZOOM APPLICATION. THE MEETING MODERATOR WILL QUEUE THE MEMBERS OF THE PUBLIC THAT WISH TO PROVIDE COMMENT AND THE COUNCIL PRESIDENT WILL RECOGNIZE THEM IN ORDER. MEMBERS OF THE PUBLIC WHO HAVE JOINED THE MEETING BY CALLING IN MUST PRESS \*6 TO MUTE AND UNMUTE THEMSELVES AND \*9 TO RAISE THEIR HAND. MEMBERS OF THE PUBLIC WHO HAVE JOINED THE MEETING VIA THE ZOOM APPLICATION MUST CLICK THE REACTIONS ICON AND THEN THE RAISE HAND ICON. ONCE THE PROCESS IS COMPLETE, WE WILL RETURN TO THE REGULAR ORDER OF BUSINESS.

**ITEMS TO BE DISCUSSED:**

**MAYOR/ADMINISTRATOR:**

1. RESOLUTION AWARDED CONTRACT TO ADP GROUP, INC. FOR WILMORE PARK PLAYGROUND IMPROVEMENTS
2. RESOLUTION AUTHORIZING CHANGE ORDER FOR THE 56-58, 60 & 62-66 STANLEY STREET BUILDING DEMOLITION PROJECT

3. RESOLUTION TO ADOPT PROCEDURES FOR ADMINISTRATION AND INSPECTION OF FEDERAL AID HIGHWAY PROJECTS

**ACTION ITEMS:**

RESOLUTION AWARDING A CONTRACT TO ADP GROUP, INC. FOR WILMORE PARK PLAYGROUND IMPROVEMENTS IN THE AMOUNT OF \$638,600.00 [A]

RESOLUTION AUTHORIZING CHANGE ORDER IN EXCESS OF \$1,139.89 OF CONTRACT PRICE FOR THE 56-58, 60 & 62-66 STANLEY STREET BUILDING DEMOLITION PROJECT [B]

RESOLUTION TO ADOPT PROCEDURES FOR ADMINISTRATION AND INSPECTION OF FEDERAL AID HIGHWAY PROJECTS [C]

**NEW BUSINESS**

**COUNCIL TOPICS FOR DISCUSSION**

**PUBLIC COMMENT – AGENDA ITEMS ONLY**

ANYONE WISHING TO ADDRESS THE TOWNSHIP COUNCIL MAY DO SO THROUGH THE COUNCIL PRESIDENT. IT IS PREFERRED IF YOU GIVE YOUR NAME AND ADDRESS FOR THE RECORD. COMMENTS ARE TO BE LIMITED TO THREE MINUTES, HOWEVER, IF APPROPRIATE, YOU MAY BE GRANTED ADDITIONAL TIME IN THE SOLE DISCRETION OF THE COUNCIL PRESIDENT.

MEMBERS OF THE PUBLIC WHO HAVE JOINED THE MEETING VIRTUALLY AND DESIRE TO PROVIDE COMMENT SHALL RAISE THEIR VIRTUAL HAND IN THE ZOOM APPLICATION. THE MEETING MODERATOR WILL QUEUE THE MEMBERS OF THE PUBLIC THAT WISH TO PROVIDE COMMENT AND THE COUNCIL PRESIDENT WILL RECOGNIZE THEM IN ORDER. MEMBERS OF THE PUBLIC WHO HAVE JOINED THE MEETING BY CALLING IN MUST PRESS \*6 TO MUTE AND UNMUTE THEMSELVES AND \*9 TO RAISE THEIR HAND. MEMBERS OF THE PUBLIC WHO HAVE JOINED THE MEETING VIA THE ZOOM APPLICATION MUST CLICK THE REACTIONS ICON AND THEN THE RAISE HAND ICON. ONCE THE PROCESS IS COMPLETE, WE WILL RETURN TO THE REGULAR ORDER OF BUSINESS.

**ADJOURN**

RESOLUTION [A] 24-01-02 - # \_\_\_\_\_

ACCEPTING BID AND AWARDING CONTRACT FOR  
WILMORE PARK PLAYGROUND IMPROVEMENTS

WHEREAS, pursuant to advertising duly made, bids were received by the Township of Little Falls on December 14, 2023 for the Wilmore Park Playground Improvements project, and the bids were opened and read publicly as follows:

ADP Group, Inc.  
Bid: \$638,600.00

Zuccaro, Inc.  
Bid: \$639,229.00

Picerno-Giordano Construction, LLC  
Bid: \$722,100.00

and, WHEREAS, the Township Attorney has reviewed the bids for legal sufficiency; and

WHEREAS, the award is subject to the Availability of Funds and certification of same in the 2024 budget; and

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Little Falls as follows:

1) That the bid of

ADP Group, Inc.  
P.O. Box 185427  
East 33<sup>rd</sup> Street  
Paterson, NJ 07514

in the amount of

\$638,600.00

be and the same is hereby accepted; and

2) That the Mayor and Clerk be and they are hereby authorized to execute a Contract in a form approved by the Township Attorney for the designated services at the bid price hereinabove cited, subject to the successful Contractor's filing the required form of Affirmative Action compliance and Payroll Certification for Public Works Projects; and

3) That the Clerk be and he is hereby authorized and directed to return to the unsuccessful bidder(s) any Certified checks and/or Bid Bonds received from them as surety, with the exception of the surety received from the second-lowest bidder, which shall be retained for a period not to exceed sixty (60) days or until a contract in a form satisfactory to the Township Attorney shall have been executed with the low bidder, whichever shall come first.

\*\*\*\*\*

APPROVED: \_\_\_\_\_

cc: Finance; DPW Supt.; Boswell Engineering; ADP Group, Inc.; Project File

RESOLUTION [B] 24-01-02 - # \_\_\_\_\_

RESOLUTION AWARDING CHANGE ORDER TO GRADE CONSTRUCTION CARAVELLA DEMOLITION, INC. FOR THE 56-58, 60 & 62-66 STANLEY STREET BUILDING DEMOLITION PROJECT

WHEREAS, the Township Council has received a recommendation from the Township Engineer, Boswell Engineering, regarding the contract for the 56-58, 60 & 62-66 Stanley Street Building Demolition Project to change contract items as listed in the original specification; and

WHEREAS, the Township Council has considered this recommendation in accordance with N.J.A.C. 5:30-1 et seq. and the Local Public Contracts Law; and

WHEREAS, the Township Council has a contract with Caravella Demolition, Inc. for said project, which was awarded by public bidding under the Local Public Contracts Law.

NOW, THEREFORE, BE IT RESOLVED, that the Township Council authorizes a change order to Caravella Demolition, Inc. in the amount of \$1,139.89, making the revised contract amount \$258,139.89.

\*\*\*\*\*

APPROVED: \_\_\_\_\_

cc: Finance Dept.  
Boswell Engineering  
Caravella Demolition, Inc.  
Project File  
Dept.

**RESOLUTION [C] 24-01-02 - # \_\_\_\_\_**

A RESOLUTION TO ADOPT PROCEDURES FOR ADMINISTRATION AND INSPECTION  
OF FEDERAL AID HIGHWAY PROJECTS

**WHEREAS**, the Federal Highway Administration (FHWA) provides opportunities for Local Public Agencies (LPA), such as the **Little Falls Township**, to receive Federal Aid Highway Program (FAHP or federal-aid) funds through New Jersey Department of Transportation (NJDOT); and

**WHEREAS**, the **Little Falls Township** is presently the recipient of federal-aid funds through a project awarded under the 2022 Safe Routes to School Program (SRTS) for Little Falls Township, Wilmore Road Pedestrian Safety - Safe Routes to School Project; and

**WHEREAS**, the **Little Falls Township** as an LPA, is responsible for administering federal-aid funded projects in compliance with all federal-aid requirements established by the FHWA; and

**WHEREAS**, the NJDOT, through its Stewardship Agreement with FHWA, is responsible for ensuring that the **Little Falls Township** is adequately staffed and suitably equipped to undertake federal-aid projects, and ensure that federal requirements are met; and

**WHEREAS**, the **Little Falls Township**, as required by the NJDOT, has developed a Policy outlining the required procedures for the Administration of Federally Funded Transportation Projects administered through the NJDOT;

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the **Little Falls Township**, County of **Passaic**, State of New Jersey, that the **Little Falls Township** adopts the policy entitled, “**Little Falls Township** Procedure for Administration and Inspection of Federal Aid Highway Projects” dated September 2022.

I, **NAME**, Municipal Clerk of the **LITTLE FALLS TOWNSHIP**, do hereby certify that the foregoing resolution was duly adopted at a Regular Meeting of the Township Council of the Little Falls Township held this 2<sup>nd</sup> day of January, 2024.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 2<sup>nd</sup> day of January, 2024.

\_\_\_\_\_  
NAME, MUNICIPAL CLERK

\_\_\_\_\_  
NAME, MAYOR

APPROVED: \_\_\_\_\_