

**MEETING TO BE  
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**AGENDA FOR THE BOARD OF HEALTH MEETING  
OF THE TOWNSHIP COUNCIL OF WEST WINDSOR TOWNSHIP  
WEST WINDSOR MUNICIPAL BUILDING  
271 CLARKSVILLE ROAD  
TO THE EXTENT KNOWN**

**VIA Zoom Video Communications**

**May 8, 2023**

6:30 P.M.

1. Call to Order
2. Roll Call
3. Statement of Adequate Notice - Revised Meeting Notice was sent to The Times and the Princeton Packet and posted on the Township web-site on January 13, 2023. All Council meetings are open to the public with access via Zoom for those who wish to attend virtually. Please see Township web-site for further details.
4. Closed Session
5. Salute to the Flag
6. Public Comment (30 minutes comment period; 3-minute limit per person)
7. For Action:  

Minutes: Board of Health February 27, 2023
8. For Discussion:
  - a. Board of Health Member:
  - b. Mayor/Administration:  

Update from Health Officer

Tick Information
9. Closed Session (if needed)
10. Public Comment (15 minutes comment period; 3-minute limit per person)
11. Adjournment

**MEETING TO BE  
LIVE STREAMED AT  
<https://www.youtube.com/channel/UC8i0yw7lhozymgo4N68jJdg/live>  
VIA Zoom Video Communications\***

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

**May 8, 2023**

Will start after the close of the Board of Health Meeting

1. Call to Order
2. Roll Call
3. Statement of Adequate Notice - January 13, 2023 to The Times and the Princeton Packet and posted on the Township web-site. All Council meetings are open to the public with access via Zoom for those who wish to attend virtually. Please see Township web-site for further details.
4. Salute to the Flag
5. Ceremonial Matters and/or Topics for Priority Consideration  
Proclamation for Jewish American Heritage Month
6. Public Comment: (30 minutes comment period; 3-minute limit per person)
7. Administration Comments
8. Council Member Comments
9. Chair/Clerk Comments
10. Public Hearings

11. Consent Agenda

A. Resolutions

B. Minutes

C. Bills & Claims

12. Items Removed from Consent Agenda

13. Recommendations from Administration and Council/Clerk

2023-R096 Authorizing the Full Release of Performance Guarantees for Private Improvements for WWM Properties LLC PB03-10

2023-R097 Authorizing the Chief Financial Officer to Increase the Professional Services Agreement with Arora and Associates, PC for Miscellaneous Engineering Services by \$1,100.00 for a Total Not to Exceed Amount of \$4,100.00

2023-R098 Authorizing the Mayor and Clerk to Execute a Professional Services Agreement with Spiezle Architectural Group, Inc., Architectural Services for Exterior Railing Improvements for the West Windsor Municipal Building and Senior Center - \$10,500.00

2023-R099 Authorizing the Mayor and Clerk to Execute a Professional Services Agreement with Spiezle Architectural Group, Inc., Architectural Services to Evaluate the Fire-EMS Facility - \$4,800.00

2023-R100 Authorizing the Mayor and Clerk to Execute a Contract with Astro Electrical Contractor, LLC of a New Emergency Generator for the West Windsor Health and Recreation Facility - \$184,500.00

2023-R101 Authorizing the Business Administrator to Purchase from SHI International Corporation a State Contract Vendor for Replacement Network Technology - \$68,385.00

2023-R102 Authorizing the Business Administrator to Execute the Application to Join Sourcewell Cooperative Purchasing Program

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

***\*The Township Council will continue to use Zoom for public interaction at Council Meetings in 2023. This is for the convenience of the public and is not a legal requirement under the Open Public Meetings Act at this time. If technical difficulties occur during a meeting the Township Clerk (or designee) will make the decision as to whether the meeting will continue on Zoom. If it is decided that Zoom must be discontinued this will not affect the Council meeting from continuing under the Open Public Meetings Act because the use of Zoom is for the convenience of the public and not a legal requirement. All Council Meetings will continue to be live streamed on YouTube. The use of YouTube is not a legal requirement under the Open Public Meetings Act and will not constitute the need to stop the Township Council meeting if technical difficulties occur. Per Resolution 2023-03***

**REQUEST FOR COUNCIL ACTION**

Date of Request: April 26, 2023

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

**ACTION REQUESTED/ EXECUTIVE SUMMARY:** Adoption of a resolution authorizing the release of the remaining performance guarantees associated with WWM Properties, LLC (PB03-10); (Bond/Cash/Ck). A request for release was denied in 2013 because site improvements were not completed. A reinspection by the Township Engineer's office has been performed, and a release of the remaining guarantees is recommended by the Township Engineer at this time.

Edgewood Properties

**SOURCE OF FUNDING:** N/A


**CONTRACT AMOUNT:** N/A

**CONTRACT LENGTH:** N/A


**OTHER SUPPORTING INFORMATION ATTACHED:**

- Resolution
- Map
- Engineer's Report
- Letter of Request

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


4/26/23  
 Department/Division Head Date

APPROVED FOR AGENDA OF: May 08, 2023

By:  05/03/2023  
 Marlena Schmid, Business Administrator

MEETING DATE: 5/8 Ordinance # \_\_\_\_\_ Resolution # 2023-R096

Council Action Taken:

RESOLUTION

WHEREAS, Edgewood Properties has made a request for the release of the remaining performance guarantees posted for private improvements in connection with construction associated with the project known as WWM Properties, LLC (PB03-10); and

WHEREAS, the West Windsor Township Engineer has recommended the performance guarantees for private improvements in connection with construction associated with the project known as WWM Properties, LLC (PB03-10) be released, as follows:

<u>Performance Guarantee</u>	<u>Original Amount</u>	<u>Date Issued</u>	<u>Current Amount</u>	<u>Recommended Retainage</u>
Bond 0402254	\$259,677.00	3/16/05	\$77,903.00	Full Release
Cash/Ck	\$28,853.00	3/9/05	\$8,476.00	Full Release

WHEREAS, the Township Engineer recommends the request for release be approved by the Township Council.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of West Windsor, the following performance guarantees posted by Edgewood Properties for private improvements in connection with construction associated with the project known as WWM Properties, LLC (PB03-10) be released as follows:

<u>Performance Guarantee</u>	<u>Original Amount</u>	<u>Date Issued</u>	<u>Current Amount</u>	<u>Recommended Retainage</u>
Bond 0402254	\$259,677.00	3/16/05	\$77,903.00	Full Release
Cash/Ck	\$28,853.00	3/9/05	\$8,476.00	Full Release

ADOPTED: May 8, 2023

I hereby certify that the above Resolution was adopted by the West Windsor Township Council at thier meeting held on the 8th day of May 2023.

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Gay M. Huber  
 Township Clerk  
 West Windsor Township

**REQUEST FOR COUNCIL ACTION**

Date of Request: April 24, 2023

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

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

Adoption of a resolution authorizing an increase in the contract amount of the professional services agreement for Miscellaneous Engineering Services. The above Agreement provides for ad hoc assistance to the Township Engineer for studies or tasks supplemental to the in-house Engineering services.

Arora and Associates

**SOURCE OF FUNDING:** Engineering – Consultant Fees 105-30-210

**CONTRACT AMOUNT:**

Contract Amount to date: \$ 3,000.00  
Change Order: + \$1,100.00  
Final Contract Amount: \$ 4,100.00

**CONTRACT LENGTH:** until December 31, 2023

**OTHER SUPPORTING INFORMATION ATTACHED:**

Resolution Resolution 2023-R063  
Certification of Funds Engineer's Memorandum

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

Francis Guzik 4/25/23  
Department/Division Head Date

APPROVED FOR AGENDA OF: May 8, 2023

By: Martena Schmid 05/04/2023  
Martena Schmid, Business Administrator

MEETING DATE: 5/8 Ordinance # \_\_\_\_\_ Resolution # 2023-3097

Council Action Taken:

RESOLUTION

WHEREAS, the Township of West Windsor entered into a professional services agreement with Arora and Associates, PC for professional services on a consultant basis for Professional Engineering Services performed for miscellaneous engineering projects as assigned; and

WHEREAS, a Certification of Funds for the original professional services agreement was received from the Chief Financial Officer and funds for said professional services agreement were available in the following line item appropriation account:

<u>Engineering-Consultant Services</u>	<u>105-30-210</u>	<u>\$ 3,000.00</u>
Account Title	Account Number	Amount to date

WHEREAS, the scope of work authorized in the original professional services agreement remains in force and effect; and

WHEREAS, there is a need for an increase for services in accordance with the original professional services agreement; and

WHEREAS, the Chief Financial Officer has certified that funds are available for said professional services agreement in the following line item appropriation account:

<u>Engineering-Consultant Services</u>	<u>105-30-210</u>	<u>\$1,100.00</u>
Account Title	Account Number	Amount

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor that the Chief Financial Officer is hereby authorized to increase the professional services agreement by \$1,100.00 with Arora and Associates, PC to a revised total professional services agreement amount of \$4,100.00.

Adopted: May 8, 2023

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 8th day of May 2023.

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Gay M. Huber  
 Township Clerk  
 West Windsor Township



**REQUEST FOR COUNCIL ACTION**

**Date of Request:** April 24, 2023

**Initiated By:** Brian E. Aronson **Division/Department:** Buildings & Grounds/Admin.

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

Adoption of a resolution authorizing execution of a professional services agreement with the Spiezle Architectural Group, Inc. to provide professional architectural services associated with exterior railing improvements located at the West Windsor Twp. Municipal Building and Senior Center. The Township Facilities Maintenance Manager is recommending a contract be awarded to the Spiezle Architectural Group, Inc. of Hamilton, NJ.

**SOURCE OF FUNDING:** Senior Center - General Improvements 405-2020-14-019 (\$1,700.00)  
Municipal Bldg. – General Improvements 405-2022-08-002 (\$8,350.00)

**CONTRACT AMOUNT:** \$10,050.00

**CONTRACT LENGTH:** from the date of project initiation to project completion

**OTHER SUPPORTING INFORMATION ATTACHED:**

Resolution	Affirmative Action Contract
Proposal – Exhibit A	Political Contribution Disclosure
Certification of Funds	Business Entity Disclosure
Professional Services Agreement	Stockholder Disclosure
Facilities Maintenance Managers Memorandum	Business Registration Certification
Affidavit of Compliance	Certificate of Information Report

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

Brian Aronson 4-24-2023  
Department/Division Head Date

**APPROVED FOR AGENDA OF: MAY 8, 2023**

By: Marlena G. Schmid 05/03/2023  
Marlena Schmid, Business Administrator

**MEETING DATE:** 5/8 **Ordinance #** \_\_\_\_\_ **Resolution #** 2023.R098

**Council Action Taken:**

## RESOLUTION

WHEREAS, Spiezle Architectural Group, Inc. has submitted a proposal dated April 17, 2023 for professional architectural services in conjunction with exterior railing improvements located at the Township Municipal Building and Senior Center for \$10,050.00, which includes \$400.00 dollars for reimbursable costs; and

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

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

Senior Center - General Improvements 405-2020-14-019 (\$1,700.00)

Municipal Bldg. – General Improvements 405-2022-08-002 (\$8,350.00)

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

- (1) The Mayor and Clerk are hereby authorized to execute, on behalf of the Township a Professional Services Agreement with the Spiezle Architectural Group, Inc., for an amount not to exceed \$10,050.00, which includes \$400.00 dollars for reimbursable costs.
- (2) The Agreement so authorized shall require the Provider to provide professional architectural services pursuant to its proposal dated April 17, 2023. The Agreement may be awarded without competitive bidding as authorized by the Local Public Contracts Law pursuant to N.J.S.A. 40A:11-5(1)(a) because the services are professional in nature.
- (3) A notice of this action shall be published in the newspaper used by the Township for legal publications as required by law within ten (10) days of its passage.
- (4) An executed copy of the Agreement between the Township and the Spiezle Architectural Group, Inc. and a copy of this Resolution, shall be on file and available for public inspection in the office of the Township Clerk.

Adopted: May 8, 2023

I hereby certify that the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 8th day of May 2023.

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Gay M. Huber  
Township Clerk,  
West Windsor Township

**REQUEST FOR COUNCIL ACTION**

Date of Request: April 17, 2023

Initiated By: Brian E. Aronson Division/Department: Buildings & Grounds/Admin.

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

Adoption of a resolution authorizing execution of a professional services agreement with the Spiezle Architectural Group, Inc. to provide professional architectural services associated with evaluating the existing Fire-EMS facility for potential expansion associated with a Federal Grant Submission. The Township Facilities Maintenance Manager is recommending a contract be awarded to the Spiezle Architectural Group, Inc. of Hamilton, NJ.

**SOURCE OF FUNDING:** Fire & Emergency Services Bldg. - General Improvements 405-2022-08-024

**CONTRACT AMOUNT:** \$4,800.00

**CONTRACT LENGTH:** from the date of project initiation to project completion

**OTHER SUPPORTING INFORMATION ATTACHED:**

- |  |                                     |
|--|-------------------------------------|
| Resolution                                 | Affirmative Action Contract         |
| Proposal – Exhibit A                       | Political Contribution Disclosure   |
| Certification of Funds                     | Business Entity Disclosure          |
| Professional Services Agreement            | Stockholder Disclosure              |
| Facilities Maintenance Managers Memorandum | Business Registration Certification |
| Affidavit of Compliance                    | Certificate of Information Report   |

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

Brian Aronson 4-18-23 \_\_\_\_\_  
Department/Division Head Date

APPROVED FOR AGENDA OF: MAY 8, 2023

By: Marlena Schmid 05/03/2023  
Marlena Schmid, Business Administrator

MEETING DATE: \_\_\_\_\_ Ordinance # \_\_\_\_\_ Resolution # \_\_\_\_\_

Council Action Taken:

RESOLUTION

WHEREAS, Spiezle Architectural Group, Inc. has submitted a proposal dated April 5, 2023 for professional architectural services in conjunction with an evaluation of the existing Fire-EMS facility for potential expansion associated with a Federal Grant Submission for Four Thousand Eight Hundred Dollars (\$4,800.00); and

WHEREAS, the Township wishes to enter into an Professional Services Agreement with Spiezle Architectural Group, Inc. for the aforesaid services; and

WHEREAS, the total amount of the contract is \$4,800.00; and

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

Fire & Emergency Services Bldg. - General Improvements 405-2022-08-024

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

- (1) The Mayor and Clerk are hereby authorized to execute, on behalf of the Township a Professional Services Agreement with the Spiezle Architectural Group, Inc., for an amount not to exceed \$4,800.00.
- (2) The Agreement so authorized shall require the Provider to provide professional architectural services pursuant to its proposal dated April 5, 2023. The Agreement may be awarded without competitive bidding as authorized by the Local Public Contracts Law pursuant to N.J.S.A. 40A:11-5(1)(a) because the services are professional in nature.
- (3) A notice of this action shall be published in the newspaper used by the Township for legal publications as required by law within ten (10) days of its passage.
- (4) An executed copy of the Agreement between the Township and the Spiezle Architectural Group, Inc. and a copy of this Resolution, shall be on file and available for public inspection in the office of the Township Clerk.

Adopted: May 8, 2023

I hereby certify that the above Resolution was adopted by the West Windsor Township Council at their meeting held on the 8th day of May 2023.

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Gay M. Huber  
Township Clerk,  
West Windsor Township

**REQUEST FOR COUNCIL ACTION**

Date of Request: April 17, 2023

Initiated By: Brian E. Aronson Division/Department: Buildings & Grounds/Admin.

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

Adoption of a resolution authorizing the awarding of a Contract for the Installation of a New Emergency Generator at the West Windsor Health and Recreation Facility to Astro Electrical Contractor, LLC of Linden, New Jersey. The work under this contract includes, but is not limited to, installation of a new outdoor natural gas generator, new Automatic Transfer Switch, new natural gas piping and all incidentals to provide a complete turn key system. Five (5) bids were received for this project and the Facilities Maintenance Manager is recommending that this contract be awarded to the lowest responsible and responsive bidder, Astro Electrical Contractor, LLC of Linden, New Jersey.

**SOURCE OF FUNDING:**

Strengthening Local Public Health Grant (ELPHI)	106-60-559	\$90,000.00
Health/Recreation Building Emergency Generator	405-2022-08-003	\$75,000.00
Health/Recreation Building General Improvements	405-2020-14-003	\$9,650.00
<u>Health/Recreation Building General Improvements</u>	<u>405-2019-18-003</u>	<u>\$9,850.00</u>
Account Title	Account Number	Amount

**CONTRACT AMOUNT:** \$184,500.00

**CONTRACT LENGTH:** Two Hundred (200) calendar days from Notice to Proceed

**OTHER SUPPORTING INFORMATION ATTACHED:**

- |  |  |
|--|--|
| Resolution                               | Public Works Registration                  |
| Facility Maintenance Managers Memorandum | Affirmative Action Contract                |
| Certification of Funds                   | Business Registration Certification        |
| Agreement                                | Certificate of Employee Information Report |
| Affidavit of Compliance                  |  |

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

Brian Aronson 4/18/23 \_\_\_\_\_  
 Department/Division Head Date

APPROVED FOR AGENDA OF: May 8, 2023

By: Marlena Schmid 05/03/2023 \_\_\_\_\_  
 Marlena Schmid, Business Administrator

MEETING DATE: 5/8 Ordinance # \_\_\_\_\_ Resolution # 2023-B100

Council Action Taken:

## RESOLUTION

WHEREAS, the Township of West Windsor has determined the need for installation of a New Emergency Generator located at the West Windsor Health and Recreation Facility; and

WHEREAS, said contract was put out to public bid and the following bids were received and opened on Thursday, April 6, 2023; and

WHEREAS, the Township has received Five (5) bids from the following bidders:

<u>Contractor</u>	<u>Total Base Bid</u>
Astro Electrical Contractor, LLC	\$184,500.00
La Manna Electric, Inc.	\$208,275.00
ACI Electrical Contractor, Inc.	\$208,400.00
QPI Electrical Co., Inc.	\$266,000.00
MJF Electrical Contracting	\$295,000.00

WHEREAS, the Township Facilities Maintenance Manager has reviewed the bids and has determined that the lowest responsible and responsive bid was submitted by Astro Electrical Contractor, LLC of Linden, New Jersey; and

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

Strengthening Local Public Health Grant (ELPHI)	106-60-559	\$90,000.00
Health/Recreation Building Emergency Generator	405-2022-08-003	\$75,000.00
Health/Recreation Building General Improvements	405-2020-14-003	\$9,650.00
<u>Health/Recreation Building General Improvements</u>	<u>405-2019-18-003</u>	<u>\$9,850.00</u>
Account Title	Account Number	Amount

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor that the contract for the Installation of a New Emergency Generator at the West Windsor Health and Recreation Facility Project be awarded to Astro Electrical Contractor, LLC 1415 E. Elizabeth Avenue, Linden, New Jersey 07036, and the Mayor and Clerk are authorized to execute said contract.

Adopted: May 8, 2023

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 8th day of May, 2023.

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Gay M. Huber  
Township Clerk  
West Windsor Township

**REQUEST FOR COUNCIL ACTION**

Date of Request: April 26, 2023

Initiated By: Brian E. Aronson Division/Department: Buildings & Grounds/Admin.

**ACTION REQUESTED/ EXECUTIVE SUMMARY:**

Resolution authorizing the Township of West Windsor to enter into a contract with SHI International Corp as an Authorized Vendor of Data Communications Products and Services (2019-2024) under NJ State Approved NASPO Value Point Contract with the State of Utah, Cooperative Contract Reference No. AR3227, Solicitation Reference No. SK1800.

**SOURCE OF FUNDING:**

Network, Computer, Printer & Scanner Replacements      405-2021-14-001      \$68,385.00

**CONTRACT AMOUNT:** \$68,385.00

**CONTRACT LENGTH:**

**OTHER SUPPORTING INFORMATION ATTACHED:**

- Resolution
- Certification of Funds

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

Brian Aronson      4-26-23  
 Department/Division Head      Date

**APPROVED FOR AGENDA OF: MAY 8, 2023**

By: Marlena Schmid      05/03/2023  
 Marlena Schmid, Business Administrator

MEETING DATE: 5/8 Ordinance # \_\_\_\_\_ Resolution # 2023-R101

Council Action Taken:

## RESOLUTION

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

WHEREAS, the Township is in need of replacement network hardware from SHI International Corp., NJ State Approved NASPO Value Point Contract with the State of Utah, Cooperative Contract Reference No. AR3227, Solicitation Reference No. SK1800. in the amount of \$68,385.00; and

WHEREAS, SHI International Corp is an authorized vendor under NJ State Approved NASPO Value Point Contract with the State of Utah, Cooperative Contract Reference No. AR3227, Solicitation Reference No. SK1800; and

WHEREAS, as of May 8, 2023 the Township's total aggregate spending with SHI International Corp was as follows:

Purchase Order No. 59217	\$ 1,250.57
<u>Purchase Order No. 59313</u>	<u>\$ 5,312.22</u>
	\$ 6,562.79

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

Network, Computer, Printer & Scanner Replacements 405-2021-14-001 \$68,385.00

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of West Windsor that the Business Administrator Marlena Schmid is hereby authorized to purchase the above from SHI International Corp under NJ State approved NASPO Value Point Contract with the State of Utah, Cooperative Contract Reference No. AR3227, Solicitation Reference No. SK1800, for a total not to exceed of \$ \$74,947.79.

Adopted: May 8, 2023

I hereby certify that the above resolution was adopted by the West Windsor Township Council at their meeting held on the 8th day of May, 2023.

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Gay M. Huber  
Township Clerk  
West Windsor Township



**REQUEST FOR COUNCIL ACTION**

Date of Request: 4/13/2023

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

**ACTION REQUESTED/ EXECUTIVE SUMMARY:** Resolution to become a member of Sourcewell, a Cooperative Purchasing Program, to obtain discount pricing on equipment, supplies, and services.

**SOURCE OF FUNDING:**

**CONTRACT AMOUNT:**

**CONTRACT LENGTH:**

**OTHER SUPPORTING INFORMATION ATTACHED:**

Memo

S:\AGENDA INBOX (file name)

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

  
Department/Division Head

5-2-2023  
Date

APPROVED FOR AGENDA OF:

By:   
Marlena Schmid, Business Administrator

5/03/2023

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

MEETING DATE: 5/8 Ordinance # \_\_\_\_\_ Resolution # 2023-R102

Council Action Taken:

RESOLUTION

WHEREAS, the State of New Jersey allows municipalities to participate and utilize national cooperative purchasing programs as a method of procurement to make purchases pursuant to New Jersey Public Law 2011, Chapter 139 purchasing programs; and

WHEREAS, Sourcewell is a national cooperative purchasing program and is open to the Township of West Windsor in accordance with the terms and conditions of the Sourcewell Cooperative Purchasing Program Participation Agreement (Participation Agreement); and

WHEREAS, the Township wishes at no cost to submit a Participation Agreement with Sourcewell to register for access to contracts and master agreements with awarded suppliers at competitive pricing.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Windsor, County of Mercer, State of New Jersey Marlena Schmid, Business Administrator is authorized to sign the Sourcewell Cooperative Purchasing Program Agreement; and

BE IT FURTHER RESOLVED the Township Council's approval of this Resolution memorializes the Township's membership in Sourcewell and use of Sourcewell when it is beneficial to the Township of West Windsor

Adopted: May 8, 2023

I certify this to be a true copy of a resolution adopted by the Township Council of the Township of West Windsor at their meeting held on the 8<sup>th</sup> day of May 2023.

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Gay M. Huber  
Township Clerk  
West Windsor Township