

Criminal Justice &
Public Safety Committee
Warren County Office of Emergency Services
AGENDA
April 20, 2016

Committee Members: WOOD, Dickinson, Girard, Frasier, Brock, Seeber, Simpson, Vanselow,
Montesi, Braymer, MacDonald

- I. Committee meeting called to order by Chairman
- II. Motion to approve minutes of prior committee meeting
- III. Action Agenda/New Business
 1. **Request:** Resolution request for the appointment/reappointment of the Fire Advisory Board.
Rationale: All appointments are to expire on April 30, 2016.
 2. **Request:** Resolution request to establish a new contract with Tetra Tech Inc.
Rationale: This is a result of Request for Proposal WC 11-16 to Provide Warren County with Assistance in Emergency Planning, Training & Exercise.
 3. **Request:** Resolution request to establish a new contract with Tetra Tech Inc.
Rationale: This is a result of Request for Proposal WC 12-16 to Provide Warren County with Assistance in Emergency Response, Debris Monitoring Services and Cost Recovery.
- IV. Referral/Pending Items
- V. Information for Discussion/Review
 - 1) Mr. LaFlure to provide update on status of proposed building to house OES vehicles at next Committee meeting. (11.30.15) The Finance Committee tabled this matter pending the identification of a location and a more descriptive cost for construction for the building. (02.10.16) Update: Information on proposed structure was distributed to the Committee to review and discuss at a future meeting. (02.29.16) Update: Committee requested Jeffery Tennyson, Superintendent of Public Works, to work with Brian LaFlure, Director of the Office of Emergency Services, to determine what the costs would be to update the available space at the County-owned Ciba Geigy Building in order to house the Office of Emergency Services equipment. (03.31.16)
- VI. Privilege of the Floor to discuss any additional items to come before the Committee
- VII. Motion to adjourn

Attachments

- #1 Resolution Request to Appoint or Reappoint Member of Committee, Board or Agency**
- #2 Resolution for New Contract**
- #3 Resolution for New Contract**

RESOLUTION REQUEST FORM NO. 1

Request to Appoint or Reappoint Member of Committee, Board or Agency*

****If more than one person is being appointed, please attach additional sheets***

DEPARTMENT NAME: Office of Emergency Services

DATE: April 20, 2016

- (a) Name of Appointee: Warren County Fire Advisory Board (see attached)
- (b) Is this a Reappointment? Yes If so, please provide the Resolution No. which authorized the last appointment of this individual 119 of 2015
- (c) If a Certificate of Appointment applies, please provide a copy of the prior certificate of appointment, if possible.
- (d) If person is being Appointed as a Representative of a Specific Group/Agency, please list their Affiliation and Title (see attached)
- (e) Address of Appointee: (see attached)
- (f) Title of Appointment: Fire Advisory Board Member
- (g) Effective Date of Appointment: May 1, 2016
- (h) Termination Date of Appointment: April 30, 2017
- (i) Name of Person Being Replaced (if applicable):
- (j) Reason for Replacement: Election

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Office of Emergency Services

DATE: April 20, 2016

- (a) Is this a Result of a Bid or Request for Proposal?
Yes - WC 11-16
- (b) Purpose of Contract:
To provide Warren County with assistance in emergency planning, training and exercise.
- (c) Name of Contractor:
Tetra Tech Inc.
- (d) Address of Contractor: **1000 The American Road, Morris Plains, NJ 07950**
- (e) Contractor's Contact Person and Telephone Number:
Gregory Brunelle 973-630-8000
- (f) Has or will the Contract be provided, if so, please attach:
To be provided
- (g) Commencement Date of Contract:
June 19, 2016
- (h) Termination Date of Contract:
June 18, 2017 with the possibility of four annual extensions
- (i) Payment Provisions: i) lump sum amount
ii) hourly rate amount **Per employee**
iii) total amount not to exceed
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.)
Monthly
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR** Capital Project **OR** Capital Reserve Project Number, Title, and Amount:
TBD as funds are available

Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

*as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Office of Emergency Services

DATE: April 20, 2016

- (a) Is this a Result of a Bid or Request for Proposal?
Yes - WC 12-16
- (b) Purpose of Contract:
To provide Warren County with assistance in emergency response, debris monitoring services and cost recovery.
- (c) Name of Contractor:
Tetra Tech Inc.
- (d) Address of Contractor: 1000 The American Road, Morris Plains, NJ 07950
- (e) Contractor's Contact Person and Telephone Number:
Gregory Brunelle 973-630-8000
- (f) Has or will the Contract be provided, if so, please attach:
To be provided
- (g) Commencement Date of Contract:
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TBD as funds are available

Sample: A.1010.470 Legislative Board - Contract \$xx.xx
Capital Project No. H289.9550.480 - Old Jail Renovations \$xx.xx

*as listed in budget and LOGOS