

Agenda
New Brunswick Parking Authority
November 28, 2018

- A. Call to Order
- B. Read Public Notice
- C. Minutes from September 2018 Regular Board Meeting
Minutes from October 2018 Regular Board Meeting
- D. Executive Director's Report
- E. Committee Reports
 - 1. Finance
 - 2. Legal
- F. Public Comment
- G. Board Discussion
- H. Resolutions
 - 1. Payment Resolution for November 2018
 - 2. Resolution adopting the 2019 Authority Budget
 - 3. Resolution approving lease with American Repertory Ballet
 - 4. Resolution to award contract for Payroll, Time and Attendance ,
and Human Resources Services
- I. Old Business
- J. New Business
- K. Closed Session
 - 1. Legal
 - 2. Personnel
- L. Open Session
- M. Adjourn

**Minutes of a Regular Board Meeting
November 28, 2018**

A Regular Meeting of the New Brunswick Parking Authority was held on November 28, 2018 in the conference room of the New Brunswick Parking Authority located at 106 Somerset Street, New Brunswick, New Jersey. Chairman Kevin McTernan called the meeting to order at 5:00 p.m.

Mr. McTernan read the Public Statement as required by P.L. 1975.

Commissioners in Attendance:	Kevin McTernan Edwin Keefe Louis Garlatti Jr.	Chairman Secretary Treasurer
Legal in Attendance:	David L. Minchello	General Counsel
NBPA Personnel in Attendance:	Mitchell Karon Bright Rajaratnam Stephanie Hart Howard Izes	Executive Director Chief Financial Officer Human Resources Manager Management Consultant
Not in Attendance:	Tony Caputo Andrea Eato-White	1 st Vice Chairman Commissioner

Minutes

On motion of Mr. Keefe, seconded by Mr. Garlatti, the Board approved the minutes of the October 2018 Regular Board Meeting. Vote: 3-yes, 0-no, 0-abstain, 2-absent (Caputo, Eato-White).

The minutes of the September 2018 Regular Board Meeting has been tabled until the next Board Meeting.

Executive Director's Report

Mr. Karon reports that precast for the Performing Arts Garage is complete. The precast connectors are currently being welded together.

NBPA opened its' garages to residents on November 15th for the snow event. 11 residents took advantage.

The Board is advised that the number of reservations being made through the new reservation system is picking up and increasing each month.

NBPA completed the tax credit for Wellness this morning. The tax credit was part of the financing for the structure of Wellness Plaza. It was a 39% tax credit over 7 years.

The NBPA did an analysis of meter transactions and observed an increase in the usage of credit cards at the meters. 73.4% of the transactions at meters in October were paid by credit card.

Finance

Mr. Rajaratnam states that all Board members received a copy of the unaudited October 2018 financial statement.

The 2019 budget is on the agenda tonight to be adopted.

Legal

No Legal to Report.

Public Comment

A member of the Public asks if the 73% of credit card transactions at the meters includes payments through ParkMobile. The Board says ParkMobile is included.

A member of the Public inquires about the Ferren Mall site. The Board advises that Devco is still looking for interest in the site and that the environmental remediation is still ongoing.

A member of the Public asks is there is a timeline for when Church Street will reopen. The Board states that it depends on the project and that there are no plans to reopen it yet.

Board Discussion

No Board Discussion.

Resolutions

On motion of Mr. Keefe, seconded by Mr. Garlatti, the Board approved the Payment Resolution for November 2018. Vote: 3 - yes, 0- no, 0- abstain, 2 – absent (Caputo, Eato-White).

On motion of Mr. Keefe, seconded by Mr. Garlatti, the Board adopted the 2019 Authority Budget. Vote: 3 - yes, 0- no, 0- abstain, 2 – absent (Caputo, Eato-White).

On motion of Mr. Garlatti, seconded by Mr. Keefe, the Board approved the resolution awarding the Contract for Payroll, Time and Attendance and Human Resources Services to Primepoint. Vote: 3 - yes, 0- no, 0- abstain, 2 – absent (Caputo, Eato-White).

*Resolution to approve the lease with American Repertory Ballet will be voted on later.

Old Business

Pedestrian Bridge: The engineering firm is currently working on the 90% design plan and specs for submittal to NJ Transit and Amtrak.

New Business

No New Business

Closed Session

On motion of Mr. Garlatti, seconded by Mr. Keefe, the Board retired to closed session at 5:09pm. Vote: 3 - yes, 0- no, 0- abstain, 2- absent (Caputo, Eato-White).

Open Session

On motion of Mr. Keefe, seconded by Mr. Garlatti, the Board returned to open session at 5:25pm
Vote: 3 - yes, 0- no, 0- abstain, 2 - absent (Caputo, Eato-White).

On motion of Mr. Garlatti, seconded by Mr. Keefe, the Board approved the lease with American Repertory Ballet. Vote: 3 - yes, 0- no, 0- abstain, 2 – absent (Caputo, Eato-White).

Adjourn

On motion of Mr. Garlatti, seconded by Mr. Keefe, the Board adjourned at 5:26pm.
Vote: 3 - yes, 0- no, 0- abstain, 2- absent (Caputo, Eato-White).



Edwin Keefe
Secretary

The Parking Authority of the City of New Brunswick
November 2018 Resolution of Operating Expenditures

The following expenditures are necessary for the Authority operations
and are provided for within the annual budget then applicable:

CHECKS	VENDOR NAME	DATE	AMOUNT
WIRE	PENSION	11/07/2018	21,000.00
WIRE	HEALTH BENEFITS	11/07/2018	82,916.56
WIRE	HEALTH BENEFITS - RETIREES	11/07/2018	4,996.16
WIRE	PAYROLL ACCOUNT	10/31/2018	111,781.96
WIRE	PAYROLL ACCOUNT	11/14/2018	112,927.29
WIRE	PAYROLL ACCOUNT	11/28/2018	116,689.29
0070666	GARY DOUGHTY	11/01/2018	3.00
0070667	PETER C GORDON	11/01/2018	140.00
0070668	SANDRA LUCERO	11/01/2018	3.00
0070669	SUNIL PERALA	11/01/2018	60.00
0070670	CONCEPCION SALDANA-A	11/01/2018	134.00
0070671	CABLEVISION/ADMIN	11/01/2018	743.52
0070672	CABLEVISION/WELLNESS	11/01/2018	160.09
0070673	SOLTERRA RECYCLING S	11/01/2018	648.00
0070674	HELEN KOLIAS	11/01/2018	115.40
0070675	MARY LIBERTI	11/01/2018	175.00
0070676	METLIFE SBC	11/01/2018	2828.39
0070677	METLIFE 457B	11/01/2018	525.00
0070678	NEW JERSEY FAMILY SU	11/01/2018	226.00
0070679	NEW JERSEY FAMILY SU	11/01/2018	212.00
0070680	MIDDLESEX COUNTY SHE	11/01/2018	68.99
0070681	NEW JERSEY FAMILY SU	11/01/2018	270.00
0070682	NATIONAL PARTS SUPPL	11/01/2018	87.42
0070683	NATIONAL GUARDIAN LI	11/01/2018	308.28
0070684	NYS CHILD SUPPORT	11/01/2018	264.00
0070685	PSE&G/WELLNESS ELECT	11/01/2018	8073.85
0070686	PSEG/MAIN ACCOUNT	11/01/2018	24285.32
0070687	JAMIE KELLY, TRUSTEE	11/01/2018	206.65
0070688	JOHN WALLING COURT O	11/01/2018	18.58
0070689	THYSSENKRUPP ELEVATO	11/01/2018	6393.55
0070690	US DEPARTMENT OF EDU	11/01/2018	176.27
0070691	VERIZON	11/01/2018	746.05
0070692	HASSAN RIZVI	11/07/2018	17.00
0070693	CYNTHIA HAHN	11/07/2018	14.00
0070694	GLEN CONTRERAS	11/07/2018	23.00
0070695	ADVANZA TECHNOLOGIES	11/07/2018	1123.25

The Parking Authority of the City of New Brunswick
November 2018 Resolution of Operating Expenditures

0070696	AFLAC	11/07/2018	939.38
0070697	ALLISON BROWN	11/07/2018	82.50
0070698	CABLEVISION/PSD	11/07/2018	40.22
0070699	CASH: CHANGE FUND/PE	11/07/2018	404.23
0070700	CINTAS FIRST AID & S	11/07/2018	589.04
0070701	ROBERT CORBI	11/07/2018	165.00
0070702	CRYSTAL SPRINGS	11/07/2018	45.42
0070703	EASTERN ARMORED SERV	11/07/2018	2319.00
0070704	FRANCES GIANIOTIS	11/07/2018	180.00
0070705	HIRERIGHT LLC	11/07/2018	200.12
0070706	JOHN HUTCHISON	11/07/2018	140.00
0070707	JERZY JUNG	11/07/2018	175.00
0070708	DAN KIRLIN	11/07/2018	180.00
0070709	NETWORKFLEET	11/07/2018	570.00
0070710	KEITH SHANNON	11/07/2018	165.00
0070711	NJ ADVANCE MEDIA	11/07/2018	299.30
0070712	SMS VALET	11/07/2018	1142.40
0070713	VERIZON CABS	11/07/2018	344.69
0070714	VERIZON CABS	11/07/2018	606.18
0070715	VERIZON CABS	11/07/2018	1212.35
0070716	JED WINER	11/07/2018	82.50
0070717	ADRIENNE LYONS	11/16/2018	3.00
0070718	DELIA SEQUEIRA	11/16/2018	4.00
0070719	GOPAL KODATI	11/16/2018	360.00
0070720	JENNIFER MANNING	11/16/2018	180.00
0070721	MARLIN BUSINESS BANK	11/16/2018	134.82
0070722	METLIFE 457B	11/16/2018	800.00
0070723	NEW JERSEY FAMILY SU	11/16/2018	226.00
0070724	NEW JERSEY FAMILY SU	11/16/2018	212.00
0070725	MIDDLESEX COUNTY SHE	11/16/2018	68.99
0070726	NEW JERSEY FAMILY SU	11/16/2018	270.00
0070727	MRI SERVICES	11/16/2018	65.49
0070728	NYS CHILD SUPPORT	11/16/2018	264.00
0070729	SPECTROTEL	11/16/2018	455.68
0070730	STAR QUALITY CLEANER	11/16/2018	48.40
0070731	JAMIE KELLY, TRUSTEE	11/16/2018	206.65
0070732	JOHN WALLING COURT O	11/16/2018	18.58
0070733	TIAA BANK	11/16/2018	358.64
0070734	ANTONIO TORRES	11/16/2018	39.99
0070735	US DEPARTMENT OF EDU	11/16/2018	176.27
0070736	VERIZON WIRELESS	11/16/2018	1377.86
0070737	DIANA ROBINSON	11/20/2018	17.00
0070738	EDWARD CHUKRALLAH	11/20/2018	3.00
0070739	RUSS KELNER	11/20/2018	4.00
0070740	PAMELA GANNON	11/20/2018	20.00
0070741	AMERICAN SHREDDER	2 11/20/2018	40.00

The Parking Authority of the City of New Brunswick
November 2018 Resolution of Operating Expenditures

0070742	CABLEVISION	11/20/2018	2550.40
0070743	CITY OF NEW BRUNSWIC	11/20/2018	111.42
0070744	CITY OF NEW BRUNSWIC	11/20/2018	31582.95
0070745	CITY OF NEW BRUNSWIC	11/20/2018	33147.68
0070746	EHRlich	11/20/2018	120.00
0070747	FEDERAL EXPRESS	11/20/2018	120.75
0070748	FRANK'S HARDWARE &	11/20/2018	102.67
0070749	GPANJ	11/20/2018	100.00
0070750	HARTFORD STEAM BOILE	11/20/2018	220.00
0070751	HOME NEWS TRIBUNE	11/20/2018	130.04
0070752	HOME DEPOT CREDIT SE	11/20/2018	274.00
0070753	INTEGRATED TECHNICAL	11/20/2018	50.00
0070754	WILLIAM MC CARTHY	11/20/2018	84.00
0070755	RAINONE COUGHLIN MIN	11/20/2018	4000.00
0070756	RAINONE COUGHLIN MIN	11/20/2018	1032.50
0070757	NATIONAL PARTS SUPPL	11/20/2018	267.54
0070758	NJBIA	11/20/2018	1025.00
0070759	NJ DIVISION OF MOTOR	11/20/2018	105.00
0070760	NJ DIVISION OF MOTOR	11/20/2018	213.00
0070761	TEAMSTERS LOCAL 4069	11/20/2018	415.00
0070762	ABIZAR BASRAI	11/28/2018	90.00
0070763	AINSLEY REYNOLDS	11/28/2018	180.00
0070764	JORDAN BARNABY	11/28/2018	255.00
0070765	NOVELLA DMELLO	11/28/2018	85.00
0070766	GULSHAN ADVANI	11/28/2018	60.00
0070767	MARK CONLIN	11/28/2018	720.00
0070768	ANASTASIA GANSFUSS	11/28/2018	16.00
0070769	DANIEL DALCOMINE	11/28/2018	67.50
0070770	ELADIO M POZAS	11/28/2018	90.00
0070771	GAUTAM PONNAPALLI	11/28/2018	60.00
0070772	JOHN SANDAK	11/28/2018	67.50
0070773	NISCHAL BASETTY	11/28/2018	120.00
0070774	MANOJ DIXIT	11/28/2018	180.00
0070775	TARAK PATEL	11/28/2018	180.00
0070776	THOMAS DAVIES	11/28/2018	180.00
0070777	JIGISHA CHAUDHARI	11/28/2018	180.00
0070778	VENKATA ATMAKURU	11/28/2018	180.00
0070779	WALTER J SESNY	11/28/2018	135.00
0070780	XEV GITTler	11/28/2018	180.00
0070781	WELLS FARGO BANK	11/28/2018	1500.00
0070782	JIM PULLARO	11/28/2018	90.00
0070783	ADVANCED BUSINESS CO	11/28/2018	8140.00
0070784	ALLIED FIRE & SAFETY	11/28/2018	2507.92
0070785	AMERICAN TIRE DISTRI	11/28/2018	747.96
0070786	VENKATA N ATMAKURU	11/28/2018	180.00
0070787	JORDAN BARNABY	3 11/28/2018	180.00

The Parking Authority of the City of New Brunswick
November 2018 Resolution of Operating Expenditures

0070788	ABIZAR BASRAI	11/28/2018	175.00
0070789	RICHARD N BEST ASSOC	11/28/2018	282.00
0070790	BEST CLEANING	11/28/2018	2793.00
0070791	ALBANY ST PLAZA URBA	11/28/2018	256.00
0070792	CANVASWORK, LLC	11/28/2018	933.00
0070793	CENTRAL JERSEY PROPE	11/28/2018	13425.00
0070794	SOLTERRA RECYCLING S	11/28/2018	1588.43
0070795	CIRCLE JANITORIAL SU	11/28/2018	469.98
0070796	NEW BRUNSWICK CITYCE	11/28/2018	650.00
0070797	CLEAN MAT SERVICES L	11/28/2018	344.80
0070798	CITY OF NEW BRUNSWIC	11/28/2018	178.82
0070799	STEVEN A COHEN	11/28/2018	180.00
0070800	DANIEL DALCOMINE	11/28/2018	135.00
0070801	NOVELLA D'MELLO	11/28/2018	165.00
0070802	DOWNTOWN PRINTING CE	11/28/2018	1468.00
0070803	FASTENAL COMPANY	11/28/2018	490.30
0070804	MICHAEL GEHRUM	11/28/2018	135.00
0070805	GEORGE ST HOLDINGS L	11/28/2018	3702.08
0070806	ZIJIAN GUO	11/28/2018	165.00
0070807	HUB PARKING	11/28/2018	42231.78
0070808	INDEPENDANT OVERHEAD	11/28/2018	426.50
0070809	IPS GROUP INC.	11/28/2018	10387.06
0070810	IPT LLC	11/28/2018	12204.43
0070811	HOWARD IZES	11/28/2018	5350.00
0070812	MARLENE JANNONE	11/28/2018	180.00
0070813	JOHNSON CONTROLS	11/28/2018	2280.00
0070814	MITCHELL KARON	11/28/2018	562.09
0070815	DEVINDER KAUR	11/28/2018	180.00
0070816	KF MECHANICAL HEATIN	11/28/2018	1465.00
0070817	KENNETH LEU	11/28/2018	170.00
0070818	ANDREW MARTIN	11/28/2018	77.50
0070819	MATRIX NEW ST GARAGE	11/28/2018	1750.00
0070820	YOENNY MENA	11/28/2018	180.00
0070821	METLIFE 457B	11/28/2018	675.00
0070822	MIDDLESEX COUNTY TRE	11/28/2018	2665.93
0070823	NEW JERSEY FAMILY SU	11/28/2018	226.00
0070824	NEW JERSEY FAMILY SU	11/28/2018	212.00
0070825	MIDDLESEX COUNTY SHE	11/28/2018	68.99
0070826	NEW JERSEY FAMILY SU	11/28/2018	270.00
0070827	NEW JERSEY FAMILY SU	11/28/2018	264.00
0070828	MODERN GROUP LTD	11/28/2018	1975.00
0070829	MRI SERVICES	11/28/2018	644.47
0070830	MAHENDER NARALA	11/28/2018	180.00
0070831	NATIONAL PARTS SUPPL	11/28/2018	750.90
0070832	NYS CHILD SUPPORT	11/28/2018	264.00
0070833	PARKMOBILE USA INC	4 11/28/2018	4734.95

The Parking Authority of the City of New Brunswick
November 2018 Resolution of Operating Expenditures

0070834	PHOENIX ADVISORS LLC	11/28/2018	1550.00
0070835	PIERSON COMMERCIAL R	11/28/2018	8319.60
0070836	PITNEY BOWES	11/28/2018	500.00
0070837	PRIMEPOINT LLC	11/28/2018	1249.25
0070838	PSEG/RT27 & KIRKPATR	11/28/2018	247.19
0070839	RALPH PUGNET	11/28/2018	180.00
0070840	JIM PULLARO	11/28/2018	180.00
0070841	QUINN CONSTRUCTION I	11/28/2018	123618.51
0070842	RUTGERS UNIVERSITY	11/28/2018	5974.19
0070843	RUTGERS STATE OF NJ	11/28/2018	8696.09
0070844	SAL ELECTRIC CO INC	11/28/2018	767.90
0070845	JOHN SANDAK	11/28/2018	135.00
0070846	MATTHEW SCHRADER	11/28/2018	165.00
0070847	WALTER SESNY	11/28/2018	135.00
0070848	SIGNAL ELECTRIC CORP	11/28/2018	2107.68
0070849	SILVERBERG ASSOCATES	11/28/2018	18000.00
0070850	SIX WARD SERVICE CEN	11/28/2018	1625.58
0070851	BRITTANY SJAASTAD	11/28/2018	155.00
0070852	SOMERSET URBAN RENEW	11/28/2018	6607.00
0070853	FRANCESCA SPAGNUOLO	11/28/2018	165.00
0070854	STANDARD ELEVATOR CO	11/28/2018	1468.66
0070855	JAMIE KELLY, TRUSTEE	11/28/2018	206.65
0070856	JOHN WALLING COURT O	11/28/2018	18.58
0070857	TRIANGLE FIDELCO IND	11/28/2018	28544.42
0070858	US DEPARTMENT OF EDU	11/28/2018	176.27
0070859	AURA VELASCO	11/28/2018	180.00
0070860	MICHAEL WAESPY	11/28/2018	180.00
0070861	WB MASON CO INC	11/28/2018	1840.28
0070862	WILENTZ	11/28/2018	368.00
0070863	DANIELLA WOODS	11/28/2018	180.00
0070864	JEANNINE WYLIE	11/28/2018	170.00

TOTAL CHECKS

937,244.26

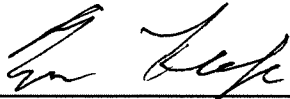
The Parking Authority of the City of New Brunswick
November 2018 Resolution of Operating Expenditures

The estimated revenue operating fund expenditures which are noted below carry us through the next payment resolution. The following figures are for the period ending December 19, 2018.

Payroll Estimate	12/12/18	114,000.00
Prior Month Payroll Estimate		(345,000.00)
Total Disbursements		937,244.26
Total Resolution Amount		<u>706,244.26</u>







2019 ADOPTED BUDGET RESOLUTION

City of New Brunswick Parking Authority AUTHORITY

FISCAL YEAR: FROM: January 1, 2019 TO: December 31, 2019

WHEREAS, the Annual Budget and Capital Budget/Program for the City of New Brunswick Parking Authority for the fiscal year beginning January 1, 2019 and ending, December 31, 2019 has been presented for adoption before the governing body of the City of New Brunswick Parking Authority at its open public meeting of 28th of November 2018; and

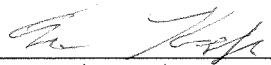
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 32,957,048, Total Appropriations, including any Accumulated Deficit, if any, of \$32,702,038 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$493,000 and Total Unrestricted Net Position planned to be utilized of \$193,000; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of City of New Brunswick Parking Authority, at an open public meeting held on 28th of November 2018 that the Annual Budget and Capital Budget/Program of the City of New Brunswick Parking Authority for the fiscal year beginning, January 1, 2019 and ending, December 31, 2019 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.



(Secretary's Signature)

11/28/2018
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Kevin McTernan	3	0	0	2
Tony Caputo	✓			✓
Louis Garlatti, Jr.	✓			
Edwin Keefe	✓			
Andrea Eato-White				✓

**NBPA RESOLUTION FOR
CULTURAL CENTER GARAGE
LEASE AGREEMENT
AMERICAN REPERTORY BALLET**

Whereas, it is deemed necessary and in the best interest of the Commissioners of the Parking Authority of the City of New Brunswick, in the County of Middlesex and for the inhabitants thereof to lease 4,548 square feet of retail space owned by the New Brunswick Parking Authority located on the street level of the Cultural Center Garage to The Princeton Ballet Society d/b/a American Repertory Ballet for a term of thirty (30) years; with rent commencement date beginning the date the premises are delivered to tenant, and

Whereas, the Board of Commissioners of the City of New Brunswick Parking Authority authorized the Executive Director, Mitch Karon, and Legal Counsel, Wilentz, to negotiate terms for said lease agreement subject to the approval of the Board of Commissioners; and

Whereas, the Executive Director, Mitch Karon, and Legal Counsel, Wilentz, negotiated a rate of \$6,750.00 per month as rent and common area maintenance charges, currently \$758.00 per month, for Years 1 through 2 of the lease term, with rent increases as per the attached schedule for the remainder of the lease. .

Whereas, The Princeton Ballet Society d/b/a American Repertory Ballet has agreed to deposit \$13,500.00, at time of executing lease, with the landlord as security deposit.

Now Therefore Be It Resolved, that the Board of Commissioners, hereby approves said lease terms and authorizes the Executive Director, Mitch Karon to execute said lease with The Princeton Ballet Society d/b/a American Repertory Ballet, for a term of thirty (30) years on behalf of the New Brunswick Parking Authority, as the properly authorized act of the Parking Authority.

Be It Further Resolved that a copy of the executed lease agreement shall be on file in the NBPA's administrative office and be readily available for public review.

**NBPA RESOLUTION FOR
CULTURAL CENTER GARAGE
LEASE AGREEMENT
AMERICAN REPERTORY BALLET**

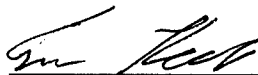
VOTING RECORD

Dated: November 28, 2018

<u>COMMISSIONERS</u>	<u>3 /YES</u>	<u>0 /NO</u>	<u>0 /ABSTAIN</u>	<u>2 /ABSENT</u>
KEVIN MC TERNAN	X			
EDWIN KEEFE	X			
LOUIS GARLOTTI	X			
TONY CAPUTO				X
ANDREA EATO-WHITE				X

I certify that the above record is an accurate recitation of the votes cast by the Board of Commissioners of the New Brunswick Parking Authority.

November 28, 2018


Edwin Keefe, Secretary NBPA

**NEW BRUNSWICK PARKING AUTHORITY
RESOLUTION TO AWARD CONTRACT FOR
PAYROLL, TIME & ATTENDANCE AND HUMAN RESOURCES
SERVICES**

Whereas, it is deemed necessary and in the best interests of the Commissioners of the Parking Authority of the City of New Brunswick, in the County of Middlesex to award a contract for Payroll, Time & Attendance, and Human Resources Services and; and

Whereas, the following firms submitted proposals on October 19, 2018 in response to the RFP specification of the NBPA:

1. **ADP Inc.**, having an office at 1 ADP Blvd., Roseland, NJ 07068
2. **Primepoint LLC**, having an office at 2 Springside Road, Mt. Holly, NJ 08060

Whereas, after review of specific evaluation criteria, Primepoint LLC is the selected vendor for Payroll, Time & Attendance, and Human Resources Services; and

Whereas, the Commissioners of the Parking Authority of the City of New Brunswick desire to award the contract for Payroll, Time & Attendance, and Human Resources Services to the vendor that best meets the Authority's needs.

Now Therefore Be It Resolved, that the New Brunswick Parking Authority award a one (1)-year contract with four (4) possible one (1)-year extensions, for a total contract term for up to five (5) years as a result of a fair and open RFP process pursuant to the Local Public Contracts Law of the State of New Jersey, N.J.S.A. 40A:11 et seq for Payroll, Time & Attendance, and Human Resources Services to Primepoint LLC in accordance with their proposal dated October 15, 2018, a copy of which is annexed hereto and made a part hereof; and

Be It Further Resolved, that in order to effectuate the objectives of this resolution, the Commissioners of the Parking Authority of the City of New Brunswick, authorize the Executive Director of the Parking Authority to award said contract to Primepoint LLC, the selected vendor; and

Be It Further Resolved, that the award of this contract is contingent upon the NBPA having sufficient funds and the Chief Financial Officer of the NBPA certifying that there are sufficient funds budgeted by the Authority for said services.

**NEW BRUNSWICK PARKING AUTHORITY
RESOLUTION TO AWARD CONTRACT FOR
PAYROLL, TIME & ATTENDANCE AND HUMAN RESOURCES
SERVICES**

VOTING RECORD


Dated: November 28, 2018

COMMISSIONERS 3 /YES 0 /NO 0/ABSTAIN 2/ABSENT

Kevin McTernan	✓			
Edwin Keefe	✓			
Louis Garlatti, Jr.	✓			
Anthony Caputo				✓
Andrea Eato-White				✓

I certify that the above record is an accurate recitation of the votes cast by the Board of Commissioners of the New Brunswick Parking Authority.

November 28, 2018


 Edwin Keefe, Secretary NBPA