

RESOLUTION #15-42

**RESOLUTION AUTHORIZING THE AWARD OF A
NON-FAIR AND OPEN CONTRACT FOR CIVIL/SITE ENGINEERING
SERVICES FOR 220 SOUTH BROAD STREET TO
JEFFERIS ENGINEERING ASSOCIATES, LLC**

WHEREAS, the City of Woodbury has a need to acquire the services of a professional engineering firm to perform parking and site engineering for renovations of the City's new Police Station as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A-20.5*; and,

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the acquisition could exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is January 13, 2015 through December 31, 2015 or until completion of the improvements to 220 South Broad Street; and

WHEREAS, Jefferis Engineering Associates, LLC (hereinafter "Jefferis") has submitted a proposed contract, a copy of which is attached hereto; and

WHEREAS, Jefferis has completed and submitted a Business Entity Disclosure Certification and Political Contribution Disclosure Form which certifies that Jefferis has not made any reportable contributions to a political or candidate committee in the City of Woodbury in the previous one year, and that the contract will prohibit Jefferis from making any reportable contributions through the term of the contract, and

WHEREAS, the Chief Financial Officer has certified that there are sufficient funds to award such contract; and

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the City of Woodbury authorizes the Mayor to execute the contract with Jefferis attached hereto; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification, Political Contribution Disclosure Form and the Determination of Value be placed on file with this Resolution; and,

BE IT FURTHER RESOLVED that a notice of the award of this contract be published once in the official newspaper of the City of Woodbury.

ADOPTED at a regular meeting of the Mayor and City Council of the City of Woodbury on January 13, 2015.

CITY OF WOODBURY



By: **DAVID TROVATO**
President of Council

ATTEST:


ROY A. DUFFIELD, Clerk

15-42



**JEFFERIS
ENGINEERING
ASSOCIATES, LLC**

November 4, 2014

City of Woodbury
City Hall
33 Delaware Street
Woodbury, NJ 08096

Attn: Mr. Michael Theokas, City Administrator

via email & mail

Re: Proposal for Professional Civil/Site Engineering Services for
Proposed Police Station – Parking and Site Improvements
220 South Broad Street
Block 107, Lot 4
City of Woodbury, Gloucester County, NJ
Our Proposal Number: 14-WOOD-001

Dear Mr. Theokas:

Pursuant to our discussions, our conversation with John Discano of Robbie Conley Architect, LLC., and information provided to our office, Jeffers Engineering Associates, LLC (JEA) is pleased to submit this proposal to the City of Woodbury (herein referred to as the "Client") to provide professional engineering services associated the proposed parking and site improvements at the above facility.

I. Scope of Services

JEA understands that the City has recently purchased the above referenced property and plans to renovate the building and use it as the City's Police Station. With this renovation, JEA further understands that the City desires to reconfigure the parking lot to provide both secured parking for the police along with public parking area, while maintaining existing driveway entrances. We further understand that the existing park located on site at the corner of South Broad Street and East Barber Avenue will be reduced in size and designed as a mini-park by the Gloucester County Landscape Architect, and incorporated into our plan set. JEA understands that the general intent of the desired site modifications are reflected on the conceptual Site Plan, prepared by Robbie Conley Architect, LLC. (herein referred to as the "Architect") and dated August 15, 2014

Pursuant to our discussion, JEA has been requested to provide civil/site engineering design services associated with site improvements at the property. We further understand that the Client has recently retained the services of a building contractor to commence with building renovations and seeks to have the civil/site plans prepared, approved, and issued for bid as soon as possible.

Based upon this, we have prepared the following scope of work.

II. Scope of Work

Phase I- Design Development

Task A.1: Preliminary Site Development Plans

Under this task, JEA will prepare preliminary site development plans for the proposed site improvements, for the purpose of submission to regulatory agencies for permitting/approvals. The plans will be prepared in accordance with requirements of the City and County and will include the following:

Survey: We understand that the City Engineer, Federici & Akin, PA, had prepared a Plan of Survey, dated October 29, 2013 and last revised December 17, 2013, for the purpose of title transfer when the City purchased the property. This survey does not contain all the survey information required for design purposes and will need to be supplemented with additional survey data for use in design. The additional information needed includes topography, spot shot elevations (finished floor elevation at doorways, steps, walks, ramps,



landings, top & bottom of curb, high/low points, etc), and location of existing utilities along road frontage and services to the building. JEA understands that the City will retain the services of the City Engineer to obtain the additional survey information and update the survey plan. We further understands and assume that a digital copy (Autocad file and pdf) will be provided to JEA for use as the base for design plans.

- ***Title Sheet***

JEA shall prepare a Title Sheet which shall include location maps, plan set title, and sheet legend, along with other pertinent site information.

- ***Site Improvement Plan***

JEA shall prepare a Site Plan which shall illustrate the proposed site improvements, including existing and proposed building locations, walks, curbs, driveways, aprons, drainage facilities, lights, rights-of-way, and other site features/ improvements. This plan will also include a zoning ordinance analysis of bulk requirements, setbacks, uses, buffers, parking, impervious coverage, etc. Additionally, this plan will be dimensioned to reflect horizontal controls, offset distances, and specific improvement locations.

JEA will develop the Site Development Plan utilizing the survey completed herein and the Concept Plan prepared for this project by the Client's Architect. We assume that the Client's Concept Plan has been or will be accepted by the Client prior to the commencement of this task.

- ***Grading & Drainage Plan***

JEA shall prepare a Grading & Drainage Plan to depict both existing and proposed grading schemes and drainage characteristics. The plan will identify both existing and proposed land contours and spot shot elevations. Proposed elevations will be designed for elevations of finished floor slabs, building corners, parking areas, sidewalks, stormwater management devices, gutters, top & bottom of curbing, etc. Site grading will be designed to conform to City's design standards and ADA requirements (for access routes) and any specific criteria provided by the Client/Client's Architect. Areas where proposed grading shall merge with existing grading will be depicted and identified. The grading plan will be based upon the datum supplied by the survey. A cut/fill analysis and subsequent modifications to the grading scheme to balance cut/fill are not included in this task

- ***Stormwater Runoff & Management Calculations***

JEA shall prepare a drainage package as a sub section of the Site Plan submission. Included will be both pre-development and post-development drainage divide plans indicating the changes in the site drainage characteristics and the preparation of a Stormwater Runoff & Management Calculations Report, including all design calculations.

Note: Based upon the conceptual plan, JEA anticipates that the area of disturbance will be less than 1.0 acres and include less than 0.25 acres of new impervious surfaces. With such, we anticipate that the proposed improvements will not be required to comply with the stormwater management requirements of N.J.A.C. 7:8, the New Jersey Division of Watershed Managements' Stormwater Management Rule or provide stormwater management facilities to comply with the volume control, water quality, and recharge requirements of these regulations.

Should it be determined that stormwater management system(s) are required based upon extent of disturbance and/or new impervious surfaces or by regulatory review, the design of such stormwater management systems (including but not limited to additional survey, soils investigations, design preparation, and calculations) will be performed as an additional design service under a separate scope and fee proposal.



- **Site Landscaping Plan**

JEA and its Certified Landscape Architect will prepare a customized and specific landscape design for the proposed improvements to address the requirements of the City and site limitations. Under this task, JEA and its landscape architect will prepare the following:

- **Landscape design:** prepare a landscaping design of necessary buffers, street, parking and structure landscaping, which will include plant species, height/caliber, location, quantity, planting details, and associated notes, as required by the municipal ordinance requirements.
- **Tree Protection:** Identification of trees to be saved and protected will be noted. Additionally, tree protection notes and details will be prepared.

This task does not include the design or documentation of irrigation systems or landscape lighting.

Note: Per discussion with the Client, JEA understands that the existing park located on site at the corner of South Broad Street and East Barber Avenue will be reduced in size and designed as a mini-park by the Gloucester County Landscape Architect. We understand that the County Landscape Architect will prepare a separate plan(s) for this area and provided such to JEA for incorporation into our plan set. Coordination with the County Landscape Architect is included in this task, however, this proposal excludes any fees associated with the County Landscape Architect's design services or the design of the landscaping improvements within this park area.

- **Site Lighting Plan**

With the reconfiguration of the parking lot, JEA understands that new parking lot lighting will be required. Under this task, JEA shall prepare a lighting design plan. Lighting design will include parking lot and pedestrian walk lighting, fixture & pole selection, pole base design, and isolux patterns. The plan will be prepared to address and comply with the Client's requirements and site limitations.

Electrical design for service to the lights, conduit runs, transformers, circuits, etc. is not included and shall be the responsibility of others.

- **Soil Erosion and Sediment Control Plan**

JEA shall prepare a Soil Erosion and Sediment Control Plan and associated details, as deemed necessary by the County Conservation District for the purpose of procuring of a Soil Erosion and Sediment Control permit. The plan will identify the location and delineation of required soil erosion and sediment control devices and/or measures necessitated by site improvements. Included in the submission package will be the design of all required preventative devices/ measures and all necessary specifications and calculations (including erosion control, rip rap sizing and sediment control device calculations). A detail sheet for the proposed measures will be prepared as required with the Soil Erosion and Sediment Control Plan.

- **Details**

JEA shall prepare detail sheets to provide typical and site specific site construction details.

Note:

1. JEA understands that no new utility services are required. As such, the preparation of a Utility Plan has been excluded.
2. Please be advised that based upon our review of the survey and cursory site visit, there does not appear to be any stormwater inlets or system present at the site and that stormwater runoff from the site appears to drain overland across the parking lot, through the driveways, across the sidewalk and into the street. Given this and the lack of stormwater sewer in close proximity to the site, the



design of the parking modifications is anticipated to have to maintain this condition unless offsite infrastructure improvements and onsite stormwater management facilities are proposed.

Task A.2: Limited Geotechnical Investigation

Pursuant to review of the concept plan and discussion with the Client's Architect, we understand that a portion of the existing asphalt may potentially be able to be preserved and milled & overlain with new asphalt surface. To explore the feasibility of this work, JEA will retain the services of it geotechnical engineer subconsultant (Princeton Hydro, LLC.) to perform the following:

- Complete coring of the asphalt pavement and limited exploration with a hand auger at 4-5 locations.
- Measure thickness of existing pavement and subbase aggregate;
- Prepare letter report outlining findings and recommendations for pavement design

Upon completion, copies of the letter report will be provided to the Client for reference.

Task A.3: Permit Applications

At this time, JEA anticipates that updated approvals and/or permits from the following agencies will be required for this project:

- City of Woodbury Planning Board – Review & Recommendation
- Gloucester County Planning Board
- Gloucester County Soil Conservation District

Under this task, JEA will prepare application package and submit to the County Planning Board and Soil Conservation District for review and approval. Application/permit fees will be the responsibility of the Client.

Note: For the purpose of this proposal, JEA assumes that the existing driveway apron at Broad Street (Route 45) will remain without modification. With such, JEA assumes for the purpose of this proposal that no modifications to the driveway apron or submission to the New Jersey Department of Transportation will be required. If modifications to the driveway apron are needed, design plan preparation and permit approval from the New Jersey Department of Transportation will be required. A separate proposal will be provided for this work if deemed to be required.

Task A.4: Meeting Attendance

JEA anticipates that attendance by a Professional Engineer(s) may be required at meetings with the Client, the Client's Architect, the City Police Chief/Staff, and/or City representatives.

For the purpose of this proposal and based upon the above anticipated meeting attendance, a total allowance of twelve (12) hours (including meeting and travel time) has been included for a professional engineer. Meeting time will be billed on a time and material basis in accordance with the attached unit price schedule. As the amount of time required cannot be conclusively defined at this time, an allowance has been included in this proposal. Actual meeting time required may vary from the allocation depending upon the regulatory agencies, Client/Client, etc. Consequently, the allocated fee may increase or decrease depending upon the actual meeting time required.

Task A.5: Engineer's Estimate of Probable Cost

Under this task, JEA will prepare an updated Engineer's Estimate of Probable Cost for the proposed site work.

Task A.6: Final Site Development Plans

Under this task, JEA will finalize the preliminary site development plans and engineering design of the proposed improvements to incorporate Client review comments, final coordination with the Client's Architect and building design, and incorporate comments and revisions required or requested by the regulatory agencies during their review of the application.



As the extent of modifications and revisions that will be required cannot be conclusively defined at this time, an allocation based upon prior experience has been included in the fee schedule. Should revisions require unreasonable time or effort or consist of a clear change in scope of services, JEA will notify the Client as to the requirement for additional services.

Phase II- Bidding and Construction Phase Services

Task B.1: Technical Specifications (Site Work)

JEA shall prepare technical specifications/bid manual document for the site work improvements. The specification package will include all applicable and relevant sections of Division 1-General Requirements and Division 2-Site Work. The specifications will be prepared via SPECTEXT by a Construction Document Technologist in accordance with the CSI format.

JEA understands that the Client's Architect will prepare the Bid Manual and incorporate the Division 2-Site Work specifications prepared by JEA. Accordingly, JEA has excluded the preparation of the Bid Manual from this proposal.

Task B.2: Bid and Construction Phase Support Services

If requested by the Client, JEA will provide bid and construction phase support services as required. JEA anticipates the following services during the bid and construction phase of the project.

Bid Phase Services

JEA anticipates the following services during the bid phase of the project:

- Attend one Pre-Bid meeting, with the understanding that a single prime contract will be sought.
- Review questions presented by bidders and prepare written clarification/ addenda.
- Review of submitted bids and provide recommendations.
-Allocation: 8 hours

Construction Administration Services

JEA anticipates the following construction administration services during the construction phase of the project:

- Review and evaluate shop drawings, submittals, request for information, and alternates presented by the contractor.
- Perform site visits for purpose of observing the conformance of the ongoing work with the intent of the documentation prepared under this agreement.
- Evaluate payment applications
- Evaluate change orders, if any, and provide comment and recommendations regarding applicability, scope, and costs, or alternate methods if available.
-Allocation: 12 hours
- Perform punch-list inspection. Provide written summary of outstanding, deficient, or unacceptable items. Perform final inspection upon completion of punchlist corrections.
-Allocation: 4 hours
- If required, attend construction phase meetings with Client and Contractor:
-Allocation: 12 hours
- If required, perform site visits for purpose of observing the conformance of the ongoing work with the intent of the documentation prepared under this agreement:
-Allocation: Allocation for two (2) site visits

Assumptions/Comments:

- Services under this task will be conducted on an hourly basis, as needed, with an allowance noted in the fee schedule.



III. Excluded Services

The following services have been excluded from this proposal:

- a. Survey Services
- b. Geotechnical Investigations/percolation tests/soil evaluation beyond that noted herein
- c. Stormwater management design
- d. Utility service design and plan; offsite utility investigations and design
- e. Environmental Investigations/Assessments/Testing/Etc.
- f. Post Design Services other than those noted herein
- g. Construction Oversight/inspections
- h. Construction stakeout
- i. As-Built surveys
- j. Other services that are noted herein

IV. Assumptions/Exceptions/Comments

- A. We have attempted to identify all services required or anticipated for this project based upon our conversations and understanding of the scope of work. As such, JEA reserves the right and ability to negotiate with the client the respective changes in scope and fee that may occur.
- B. Meeting attendance by JEA or its consultants will be invoiced on a time and material basis.
- C. Permitting application/review fees shall be the responsibility of others.
- D. Services beyond those noted herein are not included and can be provided through a separate scope and fee proposal, if required.

V. Fees and Payments

Jefferis Engineering Associates, L.L.C. will provide professional engineering services for the following estimated fees:

Phase I-Design Services

Task A.1:	Preliminary Site Development Plans	\$14,400.00
	<i>-Title Sheet- \$200.00</i>	
	<i>-Site Development Plan- \$3,100.00</i>	
	<i>-Grading & Drainage Plan- \$3,300.00</i>	
	<i>-Storm Water Runoff & Management Calculations-\$1,600.00</i>	
	<i>-Landscape Plan - \$2,000.00</i>	
	<i>-Lighting Plan - \$1,900.00</i>	
	<i>-Soil Erosion Plans- \$1,500.00</i>	
	<i>-Details-\$800.00</i>	
Task A.2:	Limited Geotechnical Investigation	\$ 1,580.00
Task A.3:	Permit Applications	\$ 1,120.00
	<i>Prof. Engineer=8 hours @ \$140.00/hr</i>	
Task A.4:	Meeting Attendance (hourly with allowance)	\$ 1,680.00
	<i>Allowance*=Prof. Engineer=12 hours @ \$140.00/hr</i>	
Task A.5:	Engineer's Estimate of Probable Cost	\$ 1,290.00
Task A.6:	Final Site Development Plans (hourly with allowance)	\$ 2,000.00

Phase I Estimated Subtotal= \$22,070.00

Phase II-Bidding & Construction Phase Services

Task B.1:	Technical Specifications (Site Work)	\$ 1,600.00
Task B.2:	Bid & Construction Phase Support Services (hourly with allowance)	\$ 6,040.00
	<i>- Pre-Bid mtg, bid phase services, Pre-Construction Mtg/ Shop Drawing</i>	



Review/RFI's/etc., Punchlist inspection & report 24 hrs @\$140.00	\$3,360.00
- Construction Phase Meetings 12 hrs @\$140.00	\$1,680.00
- Site Visits (2 @ \$500.00/visit)	\$1,000.00

Phase II Estimated Subtotal= \$7,640.00

Estimated Total (both phases):	\$29,710.00
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- A. The Unit Price Schedule and Terms & Conditions of our existing proposal agreement is incorporated into and made part of this Agreement.
- B. Reimbursable expenses (reproduction, prints, overnight mail, postage, etc.) **are not** included in the proposed fees and hourly rates and will be invoiced as incurred as part of the services provided. Actual billing for such expenses will be based on unit prices contained in the attached Reimbursable Expenses schedule, which is also made part of this agreement.
- C. Additional services noted above will be performed under separate scope and fee proposal, if desired by the client.

VI. Schedule

Upon authorization, we will commence with services immediately and coordinate completion with the Client's schedule.

VII. Payment Schedule

The following is an outline of the payment schedule associated with this project:

- Incremental invoices will be issued on a monthly basis during the period over which services are rendered. Should tasks be started and completed within a month's time, an invoice for those services will be issued upon completion of those tasks.
- Payment will be due within 30 days.

Notes:

- 1.) *Should the services herein be terminated by the Client, for any reason, by either the Client's choice or due to regulatory agencies/permitting, etc., the Client shall compensate JEA for the actual work completed to date at that time. Associated fees shall be calculated referencing the fees listed in Section V- Fees and Payments above and the percentage of work completed at that date.*
- 2.) *Please note that it is understood that payment will be made by the acceptor of this contract and will not be dependent upon receiving payment from a third party not directly under contract with JEA.*



JEFFERIS
ENGINEERING
ASSOCIATES, LLC.

PARKING LOT RECONFIGURATION AND SITE IMPROVEMENTS
WOODBURY POLICE STATION
220 S. BROAD STREET
CITY OF WOODBURY, GLOUCESTER CO., NJ

If you are in agreement with this proposal please sign in the space provided below and return one copy along with an associated purchase order. With your signature, this proposal will become our contract for services. We look forward to working with you on this project. Thank you.

Respectfully for:
JEFFERIS ENGINEERING ASSOCIATES, LLC.

Teal S. Jefferis, PE, CME, CDT
President

AUTHORIZATION

Authorization can be provided through signature below in the space provided. By signing below, I authorize the above services and have read and agreed with the proposal, fee schedule, and attached Terms & Conditions.

Accepted by: William J. Volk date: Jan. 13, 2015

Print Name and Title: William J. Volk Mayor.

Company Name: City of Woodbury

Company Address: 33 Delancey St, Woodbury, NJ.

Phone/Fax Number: 845-1300, 845-1309 (Fax)

Email address: _____



UNIT PRICE SCHEDULE
2014

<u>LABOR</u>	<u>Hourly Rate</u>
Principal Engineer	\$ 140.00
Landscape Architect	\$ 100.00
Senior Designer / Draftsman	\$ 75.00
Clerical	\$ 45.00

These rates apply to all services performed on the client's behalf. Hourly charges are rounded to the nearest half-hour. These rules do not include prevailing wage requirements.

REIMBURSABLE EXPENSES

Mileage	\$0.55/mile
Tolls & Parking	Cost +10%
Postage	Cost +10%
Overnight Delivery (letter)	Cost +10%
Overnight Delivery (packs / boxes)	Cost +10%
Photographs	Cost +10%
Printing/Reproduction	
Printing/Reproduction (including handling/folding/etc.)	\$5.00/sheet
Black and white copies (8½" x 11")	\$0.10/sheet
Black and white copies (11" x 17")	\$0.25/sheet
Color prints (8½" x 11")	\$1.10/sheet
Color prints (24" x 36")	\$40.00/sheet
Color prints (30" x 42")	\$45.00/sheet
Color prints (36" x 48")	\$62.00/sheet
Mylar Copies	\$90.00/sheet
Report Copies (additional copies)	Cost +10%
Mounting and Laminating plans	Cost +10%
Ordinances/Maps/Prop. Client's List/Application fees/etc.	Cost +10%
Compact Disks (including preparation)	\$10.00/each
Certified Mailings	\$10.00/each

TERMS

Invoices will be generated monthly, or upon completion, for services and reimbursable expenses. The above financial arrangements are on the basis of prompt payment of our invoices and the orderly and continuous progress of the project. All invoices are net 30 days. Invoices not paid within 30 days will result in a charge of 1-1/2% per month on the amounts due. Lack of payment on invoices extending beyond 45 days will result in the cessation of services until such outstanding invoices are paid in full.

TERMS & CONDITIONS

JEFFERIS ENGINEERING ASSOCIATES, LLC. ("JEA")

STANDARD OF CARE; SOLE AND EXCLUSIVE STANDARD BY WHICH JEA'S PERFORMANCE IS MEASURED. JEA will perform the Work under this Agreement as an independent contractor/consultant using reasonable care and skill in accordance and consistent with customary industry standards. This standard is the sole standard of care, which will be applied to measure JEA's performance of the Work. No other representations or warranties are made by JEA. In particular, but not by way of limitation, JEA makes no representation or warranty that the implementation or use of the findings, recommendations, or conclusions of this report will result in compliance with applicable law or provide a perfect result. Moreover, any and all implied representations or warranties arising out of the Work are hereby expressly negated and disclaimed. **IN PARTICULAR BUT NOT BY WAY OF LIMITATION, NO IMPLIED WARRANTY OR MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE SHALL APPLY.** All recommendations, findings and conclusions made by JEA will be made to the best of JEA's knowledge, opinion and belief, based upon the information made available at the time, and on a variety of factors which include, but are not limited to: Federal, state and local laws, rules, codes, regulations and ordinances; market conditions; energy costs, wage rates; and political climate. A change in any of the factors upon which the report is based may adversely affect the findings, recommendations and conclusions expressed by JEA. On occasion, JEA's performance of the Work under this Agreement will involve discussions with government agencies, or third parties, which the government agency or third party does not document and, thereafter, there arises a difference of opinion as to what was represented by the government agency or third party in those discussions. To the extent JEA communicates those agency or third party communications to Client, JEA shall have no responsibility or liability, in contract or tort, to Client as long as JEA communicated the representations to the best of JEA's knowledge, opinion and belief.

RESPONSIBILITY OF CLIENT TO PROVIDE ACCURATE AND SUFFICIENT INFORMATION. It is Client's responsibility to disclose to JEA the existence and nature of any and all encumbrances, defects and circumstances of which Client is, or reasonably should be aware that may affect the value, usefulness, environmental status or salability of the property/site and improvements thereon, upon which the Work is to be, or is being, performed. In addition, unless they are clearly identifiable in the field, it is Client's responsibility to disclose to JEA the presence and accurate location of man-made objects relative to any field tests or boring locations. Client warrants the accuracy and sufficiency of the information, plans, specifications and other materials that it provides to JEA for use in connection with performing the Work under this Agreement, irrespective of whether such information and materials are provided directly from one of Client's other contractors.

JEA'S WORK IS EXCLUSIVELY FOR CLIENT, AND EXCLUSIVELY FOR THE PURPOSES CONTEMPLATED BY THE PARTIES WITH RESPECT TO THIS AGREEMENT. The Work to be performed by JEA under this Agreement is solely for the benefit of Client. This Agreement shall not be construed as creating any contractual relationship of any kind between JEA and any third party. It is the intent of JEA and the Client that there are no third party beneficiaries of this Agreement. The fact that the Client may enter into other agreements with third parties which provide JEA the authority to inspect or reject work being performed by the third party shall not give rise to any duty or responsibility on the part of JEA in favor of such third party. The information and materials provided by JEA to Client in connection with the Work shall be used by Client only for the purposes contemplated by this Agreement and shall not be provided by Client to third parties for their use.

CLIENT'S RESPONSIBILITY FOR DAMAGES TO SITE. Client will arrange and provide such access to the site as is necessary for JEA and its subcontractors to perform the Work. While JEA and its subcontractors shall take reasonable measures and precautions to minimize damages to the site and any improvements located thereon as a result of their Work or the use of their equipment, it is recognized and agreed that Client shall absorb the costs of damages or alterations to the site which are required in order for JEA and its subcontractors to perform their Work or use their equipment pursuant to this Agreement. It is recognized that neither JEA nor its subcontractors have included in their fee the cost of restoration or damage, which might occur. If Client desires or requires JEA or its subcontractors to restore the site to its former condition, upon written request JEA or its subcontractors will perform such additional work necessary to do so and Client agrees to pay JEA and its subcontractors for the cost thereof.

LIMITATIONS ON CLIENT'S RIGHTS AND REMEDIES. JEA shall not be liable in any way for Work that is performed in accordance with the prescribed standard of care or for the failure to discover any condition that, pursuant to that standard, could not be reasonably discovered as a result of the Work performed. Client agrees that JEA's liability for damages arising out of or relating to any error, omission or other professional negligence in the performance of its Work under this Agreement or otherwise, will be limited to a sum not to exceed the contract price under this Agreement defined as the total man-time charges and reimbursable expenses paid to JEA under this Agreement. Additionally, Client will look only to JEA for satisfaction of any liability, damages or causes of action related to or arising from the Work (or the use of the Work). In no event will JEA's directors, officers, employees or agents be liable to Client, or any third party, for any liabilities, losses, damages, or expenses of any nature whatsoever, whether direct or indirect, caused by or resulting from the Work (or use of the Work).

INDEMNIFICATION. Client will indemnify and hold harmless JEA, its directors, officers, agents, contractors, and employees against any and all claims, demand or causes of action, and all costs, losses, liabilities, expenses and judgments incurred in connection therewith, including attorneys' fees and court costs (collectively referred to as the "Damages"), brought by any of Client's employees or representatives, or by any third party, based upon, in connection with, resulting from or arising out of Client's or JEA's actions or inactions under this Agreement or Client's use of the Work, irrespective of whether such claims, demands, or causes of action allege or are based in whole or in part upon the negligence or fault of JEA, and (at the option of JEA, its directors, officers, agents or employees). Client shall defend JEA from such claim, demand, or cause of action. In the event that both Client and JEA are adjudicated at fault with respect to damage or injuries sustained by the claimant, Client shall indemnify JEA for the portion of the damage or injuries adjudicated to have been caused by Client.

COMPLETE AGREEMENT. The signed proposal, along with its attachments, incorporates all of the previous and contemporaneous discussions, representations, understandings and agreements between the parties with respect to the subject matter of this Agreement. The terms and conditions expressed in this Agreement shall not be altered except in writing, signed by both parties.



APPLICABLE LAW. This Agreement is governed by, and will be construed in accordance with the laws of the State of New Jersey.

CONSULTING AND REIMBURSABLE FEES. The fee quoted in JEA's proposal is JEA's estimate of normal, basic services necessary to complete the project phases, in a continuous uninterrupted manner, outlined in the Scope of Services. Services requested and/or beyond the outlined tasks shall be considered as extra services and treated as an Additional Service.

Subconsultant's/Subcontractor's Fees: Should services listed in the Scope of Services or those requested by the Client need to be contracted by JEA, JEA shall administer, coordinate, and be compensated for such at an amount equal to twenty percent (20%) of the subconsultant fees.

Reimbursable Expenses: All expenses incurred on the project such as mileage, travel, express/overnight/certified mail, certified owner's list, photography, assessment maps, aerial maps, sampling/testing/laboratory fees shall be borne by the Client and invoiced accordingly. A surcharge of twenty percent (20%) shall be added to all such invoices.

Application Fees: All application fees shall be borne and paid directly by the Client.

BILLING PROCEDURES. Invoices will be rendered approximately monthly as the work progresses and will be due within thirty (30) days of the date of invoice. JEA has a standard format for preparing invoices. Client must notify JEA, prior to commencement of services, of any Client specific invoicing procedures or formats. Any requests for a change or deviation from our format after issuance of first invoice that will incur additional administrative costs will be billed to the Client on an hourly basis.

The Client must submit in writing to JEA by certified mail all comments or discrepancies relative to any fee or expense being invoiced within ten (10) calendar days of the date of the invoice. If no discrepancy or error is reported within said period, the account will be considered correct.

DELINQUENT ACCOUNTS. Accounts will be considered delinquent if payment is not received within forty-five (45) days of the date of the invoice. Delinquency of an account will constitute just cause for cessation of work on the project and may at the option of JEA be considered as termination of the Contract by the Client. Payments not received on delinquent accounts within ninety (90) days of the date of invoice will force JEA to retain the services of a collection agency or attorney. Should the services of a collection agency or attorney be required to collect payments on delinquent accounts, the Client shall be responsible for payment of all costs or fees incurred by JEA, in addition to the outstanding amounts, during the collection of these delinquent payments.

TERMINATION OF SERVICES. This agreement is subject to termination by either party upon seven (7) days written notice in the event of substantial failure by the other party to perform or to meet their obligations in accordance with the Terms and Conditions hereof through no fault of the terminating party. In the event that the Client terminates the agreement, said notice must be submitted to JEA by certified mail. Furthermore, in the event of termination, the Client shall compensate JEA for all services undertaken and/or completed as of the date of the termination. As soon as is reasonably practical, an invoice will be rendered covering services from date of last invoice to cessation of work on the project. This will be immediately due and payable.

Upon payment of all outstanding invoices against the Project and advance payment of all reasonable costs in connection with their reproduction, the client will be entitled to copies of all records generated for the project.

Originals of the records shall remain the property of JEA. Because of the incompleteness of the data supplied to the Client, it will not carry the implied Professional Warranty as would completed, signed, and sealed documents and JEA will not be responsible for its use or misuse.

JEA reserves the right to terminate this contract for any one of the following reasons: (1) Delinquent Account as described above, (2) Conflict of Interest which was not apparent at the time the contract agreement was executed, or (3) Inability to complete the Contract in reasonable length of time for circumstances beyond JEA's control. The terms and conditions of termination for events (2) or (3) shall be the subject of good faith negotiations between both parties with the object of minimizing the financial impact on either party.

PRICE GUARANTEE. The proposal assumes that authorization to proceed with be issued by the Client within ninety (90) calendar days from the date of the proposal. The Terms and Conditions of the proposal shall remain in effect and may be accepted by the Client for ninety (90) calendar days from said date.

If a signed agreement based upon the proposal is not consummated within ninety (90) calendar days of the date of the proposal, JEA reserves the right to revise the proposal and Terms and Conditions, including scope of services, any and all fees quoted, and schedule for services.

Fees will not be changed for the duration of the scope of contracted work unless work is suspended through no fault of JEA or if costs of expenses or subconsultants/subcontractors change.

ADDITIONAL SERVICES. Any and all services provided, other than that specifically outlined in the Scope of Services, shall be invoiced to the Client on a time and material basis according to the prevailing hourly rates listed on JEA's Unit Price Schedule.

A reasonable amount of revisions and/or modifications is anticipated to address comments of the reviewing agencies. Any revision and/or modification that are required due to omission or error by JEA will be revised and/or modified under the terms of the agreement. General revisions to the plans required for municipal approvals will be made within the scope of the contracted fees. However, revisions resulting in changes in scope of services or design, and/or JEA's control and conformance to the requirements of current, published ordinances and regulations applicable to the scope of the contracted work will be considered additional services.

Prior to increasing the original scope of services or initiating any major revision, modification, or change, JEA will submit a change order to the Client for authorization to proceed with the additional work. The Client shall furnish, or direct, JEA to provide the necessary additional services within a reasonable time so as not to delay the services of JEA.

DESIGN CRITERIA. All design services will be based on accepted, current Engineering and Planning practice and where not specifically directed otherwise by the Client, will conform to the requirements of current published ordinances and regulations of the



various regulatory agencies involved in the review of the Project. Should revisions in the design be required that are due to disparate opinions of the reviewing agent or as requested by the client that are not covered by applicable current published ordinances or regulations, said revisions shall be outside the scope of this Contract and shall be charged as an extra item of work. The cost and scope of said extra work will be handled as an additional service and covered by an addendum to the Contract.

ESTIMATES OF CONSTRUCTION COST. If the scope of services includes the preparation of an Estimate of Quantities and Cost or an Engineer's Opinion of Construction Cost, it shall be understood that since JEA has no control over the cost of labor, materials, or services furnished by others, or over competitive bidding or market conditions, their Estimates of probable construction cost are made on the basis of their best judgment as experienced and qualified professionals, familiar with the construction industry. Therefore, no guarantee that the actual construction costs will not vary from the estimated costs should be implied.

CONSTRUCTION OBSERVATIONS. Unless otherwise specified in the Scope of Services and Fee Estimate, services for construction observations do not include full-time, detailed inspection. Construction observations, if requested, is provided to keep the Client informed of the progress of the construction and its general conformity to design plans and/or specifications. No certification will be made as to the specific conformity of the construction to these documents.

CONSTRUCTION LAYOUT. After construction control stakes, if listed in the Scope of Services and Fee Estimate, have been set in the field, it shall be the responsibility of the Client to protect the same. Any re-staking required as the result of removal or disturbance of the stakes initially set, will constitute an extra item of work. This work will be invoiced on a time and material basis, either as noted in the Fee Estimate in the proposal, or in an addendum to the same.

CONSTRUCTION RESPONSIBILITY. Should a construction or construction location problem develop within an approved project, the Design Engineer and/or Surveyor with JEA shall be immediately notified. Solutions to the alleged construction problem must be jointly agreed to by the Client and the Engineer/Surveyor. Participation, of any kind, by the Engineer/Surveyor will be extended only if the above procedure is followed.

APPROVALS AND PERMITS. On request, JEA will submit to the Client an outline of the various approvals and permits that we believe necessary to complete construction of the design performed by us. However, because of the ever-changing rules and regulations of the various approving agencies, no guarantee of completeness should be assumed. Legal counsel should be obtained to review said outline and certify completeness.

TERMS AND CONDITIONS FOR CAD FILES

INDEMNIFICATION. The Client shall, to the fullest extent permitted by law, indemnify, defend, and hold harmless JEA and all of its personnel from and against any and all claims, damages, losses, and expenses (including reasonable attorney's fees) arising out of or resulting from the use of the CAD files by the Client, or by third party recipients of the CAD files from the Client.

OWNERSHIP. All information of the CAD files is considered instruments of service of JEA and shall not be used for other projects, for additions to this project or for completion of this project by others. The CAD files shall remain the property of JEA and in no case shall the transfer of these files be considered a sale.

COMPATIBILITY. JEA makes no representation as to the compatibility of the CAD files with any hardware or software.

DRAWING TITLES. Since the information set forth on the CAD files can be modified unintentionally or otherwise, JEA reserves the right, at its sole option, to remove all indications of its ownership and/or involvement from each drawing file.

ACCURACY OF FILES. JEA makes no representation regarding the accuracy, completeness, or performance of the CAD files, nor for their merchantability or fitness for a particular purpose. Addenda information or revisions made after the date indicated on the CAD files may not be incorporated. In the event of a conflict between JEA's contract drawings and the CAD files, the contract drawings shall govern. It is the Client's responsibility to determine if any conflicts exist. The CAD files shall not be considered to be Contract Documents as defined by the General Conditions of the Contract for Construction.

DIMENSIONAL RESPONSIBILITY. The use of CAD files as a base for shop drawings preparation shall not in any way obviate the Client's responsibility for the proper checking and coordination of dimensions, details, member sizes and gage and quantities of materials as required to facilitate complete and accurate fabrication and installation.

LICENSING FEES. JEA believes that no licensing or copyright fees are due to others on account of the transfer of the CAD files; but, in the event that any are, the Client will pay the appropriate fees and hold JEA free from such claims.



**JEFFERIS
ENGINEERING
ASSOCIATES, LLC**

January 2, 2015

Angelini, Viniar & Freedman, LLP
70 Euclid Street
Woodbury, NJ 08096
Attn: James Pierson, Esq.

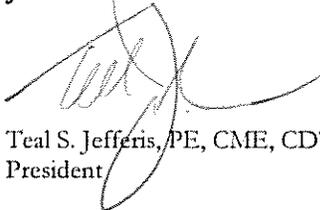
Re: Business Entity Disclosure Certifications
Professional Civil Engineering Services
Proposed Police Station
City of Woodbury, Gloucester County, NJ
Our File Number: 14-WOOD-001

Dear Mr. Pierson,

Pursuant to our recent conversation and the forms emailed to our office on December 31, 2014, we are returning the completed, signed, and notarized Business Entity Disclosure Certification forms as requested.

Should you have any questions about the attached or need additional copies, please feel free to contact our office. Thank you.

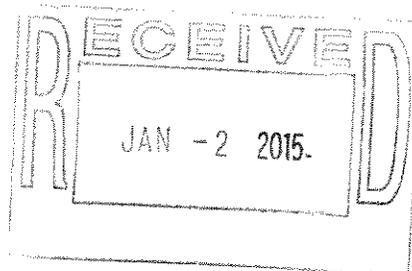
Respectfully for:
JEFFERIS ENGINEERING ASSOCIATES, LLC.



Teal S. Jefferis, PE, CME, CDT
President

cc: Michael Theokas, City of Woodbury w/o copy
file

via hand delivery



**BUSINESS ENTITY DISCLOSURE CERTIFICATION
FOR NON-FAIR AND OPEN CONTRACTS
Required Pursuant To N.J.S.A. 19:44A-20.8
CITY OF WOODBURY**

Part I – Vendor Affirmation

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that the *JEFFERIS ENGINEERING ASSOCIATES, LLC* has not made and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L. 2004, c. 19 would bar the award of this contract in the one year period preceding *January 13, 2014* to any of the following named candidate committee, joint candidates committee; or political party committee representing the elected officials of the *City of Woodbury* as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r).

Woodbury Republican Executive Committee	
Woodbury Democrat Executive Committee	
Or any Candidate Committee of William Volk, Jessica	
Floyd, Theodore Johnson, Daniel Reddin, Heather	
Tiemey, William Fleming, David Swanson, Danielle	
Carter, Tracy Parker	

Part II – Ownership Disclosure Certification

I certify that the list below contains the names and home addresses of all owners holding 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business entity:

- Partnership
 Corporation
 Sole Proprietorship
 Subchapter S Corporation
 Limited Partnership
 Limited Liability Corporation
 Limited Liability Partnership

Name of Stock or Shareholder	Home Address
TEAL S. JEFFERIS	179 ELK ROAD, MONROEVILLE, NJ 08343

Part 3 – Signature and Attestation:

The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I and/or the business entity, will be liable for any penalty permitted under law.

Name of Business Entity: JEFFERIS ENGINEERING ASSOCIATES LLC
 Signature of Affiant: [Signature] Title: PRESIDENT
 Printed Name of Affiant: TEAL S. JEFFERIS Date: 12-31-14

Subscribed and sworn before me this 31 day of December, 2014.

My Commission expires: _____

FAITH ANN JEFFERIS
 ID # 2228290
 NOTARY PUBLIC
 STATE OF NEW JERSEY
 My Commission Expires August 5, 2019

[Signature]
 (Witnessed or attested by)

(Seal)

BUSINESS ENTITY DISCLOSURE CERTIFICATION
FOR NON-FAIR AND OPEN CONTRACTS
Required Pursuant To N.J.S.A. 19:44A-20.8
CITY OF WOODBURY

The following is statutory text related to the terms and citations used in the Business Entity Disclosure Certification form.

"Local Unit Pay-To-Play Law" (P.L. 2004, c.19, as amended by P.L. 2005, c.51)

19:44A-20.6 Certain contributions deemed as contributions by business entity.

5. When a business entity is a natural person, a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by any person or other business entity having an interest therein shall be deemed to be a contribution by the business entity.

19:44A-20.7 Definitions relative to certain campaign contributions.

6. As used in sections 2 through 12 of this act:

"business entity" means any natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of this State or of any other state or foreign jurisdiction;

"interest" means the ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit, as appropriate;

Temporary and Executing

12. Nothing contained in this act shall be construed as affecting the eligibility of any business entity to perform a public contract because that entity made a contribution to any committee during the one-year period immediately preceding the effective date of this act.

The New Jersey Campaign Contributions and Expenditures Reporting Act (N.J.S.A. 19:44A-1 et seq.)

19:44A-3 Definitions. In pertinent part...

p. The term "political party committee" means the State committee of a political party, as organized pursuant to R.S.19:5-4, any county committee of a political party, as organized pursuant to R.S.19:5-3, or any municipal committee of a political party, as organized pursuant to R.S.19:5-2.

q. The term "candidate committee" means a committee established pursuant to subsection a. of section 9 of P.L.1973, c.83 (C.19:44A-9) for the purpose of receiving contributions and making expenditures.

r. the term "joint candidates committee" means a committee established pursuant to subsection a. of section 9 of P.L.1973, c.83 (C.19:44A-9) by at least two candidates for the same elective public offices in the same election in a legislative district, county, municipality or school district, but not more candidates than the total number of the same elective public offices to be filled in that election, for the purpose of receiving contributions and making expenditures. For the purpose of this subsection: ... ; the offices of member of the board of chosen freeholders and county executive shall be deemed to be the same elective public offices in a county; and the offices of mayor and member of the municipal governing body shall be deemed to be the same elective public offices in a municipality.

19:44A-8 and 16 Contributions, expenditures, reports, requirements.

While the provisions of this section are too extensive to reprint here, the following is deemed to be the pertinent part affecting amounts of contributions:

"The \$300 limit established in this subsection shall remain as stated in this subsection without further adjustment by the commission in the manner prescribed by section 22 of P.L.1993, c.65 (C.19:44A-7.2)



C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Contractor Instructions

Business entities (contractors) receiving contracts from a public agency that are NOT awarded pursuant to a "fair and open" process (defined at N.J.S.A. 19:44A-20.7) are subject to the provisions of P.L. 2005, c. 271, s.2 (N.J.S.A. 19:44A-20.26). This law provides that 10 days prior to the award of such a contract, the contractor shall disclose contributions to:

- any State, county, or municipal committee of a political party
- any legislative leadership committee*
- any continuing political committee (a.k.a., political action committee)
- any candidate committee of a candidate for, or holder of, an elective office:
 - of the public entity awarding the contract
 - of that county in which that public entity is located
 - of another public entity within that county
 - or of a legislative district in which that public entity is located or, when the public entity is a county, of any legislative district which includes all or part of the county

The disclosure must list reportable contributions to any of the committees that exceed \$300 per election cycle that were made during the 12 months prior to award of the contract. See N.J.S.A. 19:44A-8 and 19:44A-16 for more details on reportable contributions.

N.J.S.A. 19:44A-20.26 itemizes the parties from whom contributions must be disclosed when a business entity is not a natural person. This includes the following:

- individuals with an "interest" ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit
- all principals, partners, officers, or directors of the business entity or their spouses
- any subsidiaries directly or indirectly controlled by the business entity
- IRS Code Section 527 New Jersey based organizations, directly or indirectly controlled by the business entity and filing as continuing political committees, (PACs).

When the business entity is a natural person, "a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity." [N.J.S.A. 19:44A-20.26(b)] The contributor must be listed on the disclosure.

Any business entity that fails to comply with the disclosure provisions shall be subject to a fine imposed by ELEC in an amount to be determined by the Commission which may be based upon the amount that the business entity failed to report.

The enclosed list of agencies is provided to assist the contractor in identifying those public agencies whose elected official and/or candidate campaign committees are affected by the disclosure requirement. It is the contractor's responsibility to identify the specific committees to which contributions may have been made and need to be disclosed. The disclosed information may exceed the minimum requirement.

The enclosed form, a content-consistent facsimile, or an electronic data file containing the required details (along with a signed cover sheet) may be used as the contractor's submission and is disclosable to the public under the Open Public Records Act.

The contractor must also complete the attached Stockholder Disclosure Certification. This will assist the agency in meeting its obligations under the law. **NOTE: This section does not apply to Board of Education contracts.**

* N.J.S.A. 19:44A-3(s): "The term "legislative leadership committee" means a committee established, authorized to be established, or designated by the President of the Senate, the Minority Leader of the Senate, the Speaker of the General Assembly or the Minority Leader of the General Assembly pursuant to section 16 of P.L.1993, c.65 (C.19:44A-10.1) for the purpose of receiving contributions and making expenditures."

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STATE OF NEW JERSEY
NEW JERSEY CAMPAIGN FINANCING AND LOBBYING DISCLOSURE
ELECTION LAW ENFORCEMENT COMMISSION



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Election Type: GENERAL
Filing Year: 2014

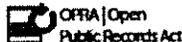
To sort the records, click on the column header. If you need help with this page, click [here](#).

Maximum Number of Records Per Page: 

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Entity	Party Affiliation	Office	Location
FLOYD, JESSICA	DEMOCRAT	MUNICIPAL OFFICE	WOODBURY CITY
GALLENTHIN, CYNTHIA L	REPUBLICAN	MUNICIPAL OFFICE	WOODBURY CITY
GALLETHIN LOCKMAN & HOCK WOODBURY REPUBLICAN ORGANIZATION 2014	REPUBLICAN	JOINT CANDIDATES CMTE	WOODBURY CITY
GRADWELL, JAMES T	REPUBLICAN	MAYOR	WOODBURY CITY
HOCK, RICHARD F	REPUBLICAN	MUNICIPAL OFFICE	WOODBURY CITY
JOHNSON JR, THEODORE	DEMOCRAT	MUNICIPAL OFFICE	WOODBURY CITY
LOCKMAN, LESTER C	REPUBLICAN	MUNICIPAL OFFICE	WOODBURY CITY
REDDIN JOHNSON FLOYD & VOLK WOODBURY DEMOCRATS	DEMOCRAT	JOINT CANDIDATES CMTE	WOODBURY CITY
REDDIN, DANIEL	DEMOCRAT	MUNICIPAL OFFICE	WOODBURY CITY
TIERNEY, HEATHER	REPUBLICAN	MAYOR	WOODBURY CITY
VILLARI, REGINA	DEMOCRAT	MUNICIPAL OFFICE	WOODBURY CITY
VOLK, WILLIAM	DEMOCRAT	MAYOR	WOODBURY CITY

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 New Jersey Election Law Enforcement Commission, P.O. Box 185, Trenton, NJ 08625-0185
 Tel. (609) 292-8700 or Toll Free within NJ 1-888-313-ELEC (3532)

**List of Agencies with Elected Officials Required for Political Contribution Disclosure
N.J.S.A. 19:44A-20.26**

County Name: Gloucester

State: Governor, and Legislative Leadership Committees

Legislative District #s: 3, 4, & 5

State Senator and two members of the General Assembly per district.

County:

Freeholders

County Clerk

Sheriff

Surrogate

Municipalities (Mayor and members of governing body, regardless of title):

Clayton Borough

Deptford Township

East Greenwich Township

Elk Township

Franklin Township

Glassboro Borough

Greenwich Township

Harrison Township

Logan Township

Mantua Township

Monroe Township

National Park Borough

Newfield Borough

Paulsboro Borough

Pitman Borough

South Harrison Township

Swedesboro Borough

Washington Township

Wenonah Borough

West Deptford Township

Westville Borough

Woodbury City

Woodbury Heights Borough

Woolwich Township

Boards of Education (Members of the Board):

Clayton Borough

Clearview Regional

Delsea Regional High

Deptford Township

East Greenwich Township

Elk Township

Franklin Township

Gateway Regional

Glassboro

Greenwich Township

Harrison Township

Kingsway Regional

Logan Township

Mantua Township

Monroe Township

National Park Borough

Newfield Borough

Paulsboro Borough

Pitman Borough

South Harrison Township

Swedesboro-Woolwich

Washington Township

Wenonah Borough

West Deptford Township

Westville Borough

Woodbury City

Woodbury Heights Borough

Fire Districts (Board of Fire Commissioners):

Deptford Township Fire District No. 1

Franklin Township Fire District No. 1

Franklin Township Fire District No. 2

Franklin Township Fire District No. 3

Franklin Township Fire District No. 4

Franklin Township Fire District No. 5

Harrison Township Fire District No. 1

Washington Township Fire District No. 1

Westville Borough Fire District No. 1