



## AGENDA

**ATLANTIC COUNTY IMPROVEMENT AUTHORITY**  
5909 Main Street, 2<sup>nd</sup> Floor, Mays Landing, NJ 08330  
Telephone (609) 645-5838 Fax (609) 645-5813

### MONTHLY BOARD MEETING

**WEDNESDAY** – January 4<sup>th</sup>, 2012 - 4:00 P.M.  
Location: 5909 Main Street 2<sup>nd</sup> Floor  
Mays Landing, NJ 08330

**I. OPENING STATEMENT & ROLL CALL**

**II. MINUTES**

**A. Minutes of the December 7th, 2011 Board Meeting**

**Attachment #1**

The Board will be asked to approve the minutes as presented or as corrected.

**III. FINANCIAL REPORT**

**A. Financial Report from November 2011**

**Attachment #2**

The Board will be asked to approve, by resolution, the expenditures contained in the Financial Report from November 2011.

**IV. EXECUTIVE DIRECTOR'S REPORT**

**A. AUTHORITY UPDATE**

**B. CONTRACTS AWARDED - Authorized by Executive Director**

There was on contract authorized by the Executive Director for an amount under the public bidding threshold (\$17,500) as established pursuant to P.L. 1985 Chapter 469.

That contract is with FP Mailing Systems for the rental of a Postage Meter w/5lb. interfaced scale for the period of January 3, 2012 to February 2, 2013 for an amount not to exceed \$239.40.

**V. ADMINISTRATION**

**A. Assignment of the Agreement for Legal Services**

**Attachment #3**

The Board will be asked to approve a resolution authorizing the Executive Director to execute an assignment of the contract for legal services dated March 1, 2011 (the "Contract") for the provision of legal services through February 28, 2012. from the firm of Hill Wallack, LLP to the firm of Cooper Levenson, April, Niedelman, & Wagenheim, P.A.

**VI. PROJECT MANAGEMENT**

**A. Atlantic County Extension Services Building Construction Contract Attachment #4**

The Board will be asked to authorize the Executive Director to execute a construction contract with R. Maxwell Construction Company, the lowest responsible bidder, for the County's ADA Improvements Project to 6260 Old Harding Highway, Mays Landing, NJ for an amount not to exceed \$101,775.60.

**B. Amendment to the Shared Service Agreement with ACIT**

**Attachment #5**

The Board will be asked to authorize the Executive Director to execute an amendment to the Shared Service Agreement with the Atlantic County Institute of Technology to extend the term and modify the budget for Construction Management Services for the Campus Expansion Project.

**VII. OTHER BUSINESS**

**VIII. EXECUTIVE SESSION**

**IX. ADJOURNMENT**