



BOARD OF  
COUNTY COMMISSIONERS

COUNTY OF GLOUCESTER  
STATE OF NEW JERSEY

COMMISSION DIRECTOR  
**Frank J. DiMarco**



COUNTY TREASURER'S  
OFFICE

TREASURER/CFO  
**Tracey N. Giordano**

Phone: 856-853-3353  
Fax: 856-251-6778

PURCHASING OFFICE  
Phone: 856-853-3420  
Fax: 856-251-6777

PO Box 337  
Woodbury, NJ 08096

[www.gloucestercountynj.gov](http://www.gloucestercountynj.gov)

January 26, 2026

Glassboro Public Schools  
Attn: Ms. Catherine Torbik  
560 Joseph Bowe Blvd.  
Glassboro, NJ 08028

RE: 2<sup>nd</sup> Amendment to Contract increasing the original amount for the 3<sup>rd</sup> term

Dear Ms. Torbik,

Enclosed is an amendment to the contract between the County of Gloucester and Glassboro Public Schools, increasing the original amount of \$16,000.00 by \$19,000.00 resulting in a new contract amount of \$35,000.00 for the 3<sup>rd</sup> term of the contract from January 1, 2026 – December 31, 2026. Please sign and return the contract within seven (7) business days to the Gloucester County Purchasing Dept., Attn: Ms. Kimberly Larter, PO Box 337, Woodbury, NJ 08096.

**Please follow the steps listed below in order to expedite this agreement:**

- **Affix your signature in blue ink and have same attested to**
- **Certificate of Insurance naming the County as certificate holder as well as additional insured (Certificate Holder name should read as follows)**

County of Gloucester  
Board of County Commissioners  
It's Department & Agencies et al  
PO Box 337  
Woodbury, NJ 08096

Upon execution by the County, a copy will be returned to you for your files. Thank you for your cooperation in this matter.

Sincerely,

Kimberly Larter  
Qualified Purchasing Agent

e. County of Gloucester complies with all  
ite and federal rules and regulations  
ainst discrimination in admission to,  
cess to, or operations of its programs,  
rvices and activities. In addition, County  
courage participation of people with  
abilities in its programs and activities and  
ers special services to all residents 60  
ars of age and older. Inquiries regarding  
mpliance may be directed to the County's  
A Coordinator at (856) 38-6842 / New  
ersey Relay Service 711.

11/11/26

**AMENDMENT TO CONTRACT  
BETWEEN  
GLASSBORO PUBLIC SCHOOLS  
AND  
COUNTY OF GLOUCESTER**

**THIS** is an amendment to a contract entered into on the 6<sup>TH</sup> day of March, 2024, by and between **Glassboro Public Schools**, with offices at 202 Delsea Drive, Glassboro, New Jersey 08028, hereinafter referred to as **“Vendor”**, and the **County of Gloucester**, hereinafter referred to as **“County”**.

In further consideration for the mutual promises made by and between Vendor and County in the above-described contract, Vendor and County hereby agree to amend the contract as follows:

**The Contract is amended to increase the contract amount for additional contract program hours provided by the Vendor during the contract term.**

**The Contract is amended to increase the contract amount by \$19,000.00, resulting in an amount not to exceed \$35,000.00, from January 1, 2026 to December 31, 2026.**

**WHEREAS**, a Certificate of Availability of Funds has not been issued at this time as this is an open-ended contract and prior to any services being rendered pursuant to the within contract, a Certificate of Availability, must be obtained from the Treasurer of the County of Gloucester certifying that sufficient monies are available at that time for that particular service, identifying the line item from the County Budget out of which said funds will be paid; and

**All other terms and provisions of the contract** and conditions set forth therein shall remain in full force and effect.

**THIS AMENDMENT** is effective as of the \_\_\_\_\_ day of \_\_\_\_\_, 2026.

**ATTEST:**

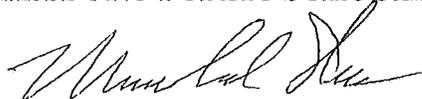
**COUNTY OF GLOUCESTER**

\_\_\_\_\_  
**LAURIE J. BURNS,  
CLERK OF THE BOARD**

\_\_\_\_\_  
**FRANK J. DIMARCO,  
DIRECTOR**

**ATTEST:**

**GLASSBORO PUBLIC SCHOOLS**



\_\_\_\_\_  
**Name: Michael Steen  
Title: Business Administrator**