

County of Passaic

Board of County Commissioners



OFFICE OF COUNTY COMMISSIONERS

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Date: Feb 10, 2026 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING ADDITIONAL APPROPRIATION TO CLARKE CATON HINTZ FOR REIMBURSABLE EXPENSES IN CONNECTION WITH THE ONGOING DESIGN AND RESTORATION PROJECTS AT LAMBERT CASTLE IN THE CITY OF PATERSON, RFQ-26-047, PURSUANT TO N.J.A.C. 5:30-11.6

THIS RESOLUTION WAS REQUESTED BY:
CULTURAL AND HISTORIC AFFAIRS

REVIEWED BY:

Matthew P. Jordan, Esq.
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.
COUNTY COUNSEL

Official Resolution#	
Meeting Date	2/10/2026
Introduced Date	2/3/2026
Adopted Date	
Agenda Item	30.
CAF#	C-04-55-176-002-920
Purchase Req. #	
Result	

Public Works

COMMITTEE NAME

RESOLUTION AUTHORIZING ADDITIONAL APPROPRIATION TO CLARKE CATON HINTZ FOR REIMBURSABLE EXPENSES IN CONNECTION WITH THE ONGOING DESIGN AND RESTORATION PROJECTS AT LAMBERT CASTLE IN THE CITY OF PATERSON, RFQ-26-047, PURSUANT TO N.J.A.C. 5:30-11.6

WHEREAS, the County of Passaic (hereafter “County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

WHEREAS, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners of the County of Passaic (hereafter “Board”) is vested with managing the property, finances, and affairs of the County; and

WHEREAS, pursuant to N.J.S.A. 40A:11-5, et seq., on November 14, 2025, the Purchasing Agent issued RFQ-26-047, Preservation Architects, Architectural Historians, Historians, Archeologists, Cultural Resource Management Consultants, Etc. for Calendar Year 2026 (hereafter “RFQ-26-047”), seeking sealed proposals from qualified bidders for professional services for the calendar year of 2026; and

WHEREAS, on December 29, 2025, the Board passed Resolution No. R-25-1284, qualifying a pool of preservation architects, architectural historians, historians, archeologists and cultural resource management consultants for calendar year 2026, as recommended by the Passaic County Engineer, to be hired on an as-needed basis, which included Clarke Caton Hintz; and

WHEREAS, on November 23, 2021, the Board passed Resolution No. R20211103 authorizing an award of contract to Clarke Caton Hintz in an amount not to exceed nine thousand six hundred twenty-five dollars (\$9,625.00) to conduct a preliminary report for Lambert Castle to identify any potential contaminated areas of concern on the property.

WHEREAS, pursuant to N.J.A.C. 5:30-11.6, the County can authorize contract modifications for professional services and extraordinary unspecifiable services, when the change is within the scope of activities of the original contract and not for the purpose of undertaking new or different work or projects; and

WHEREAS, the Director of the Department of Cultural and Historic Affairs is recommending an increase in the appropriation to Clarke Caton Hintz in an amount not to exceed ten thousand dollars (\$10,000.00) due to additional costs incurred as a result of increased travel and site visits required by the phased construction schedule of multiple concurrent projects, as well as direct costs paid by Clarke Caton Hintz to regulatory agencies; and

WHEREAS, funds are available in Account No. C-04-55-176-002-920, or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2026 and/or subsequent County budget(s), which is attached hereto and made part of this Resolution; and

WHEREAS, this matter was discussed at the January 28, 2026, meeting of the Public Works Committee and is being recommended to the Board for approval.

NOW, THEREFORE, LET IT BE RESOLVED, pursuant to N.J.A.C. 5:30-11.6, the Board of County Commissioners of the County of Passaic authorizes an additional appropriation of ten thousand dollars (\$10,000.00) to Clarke Caton Hintz for additional costs incurred as a result of increased travel and site visits required by the phased construction schedule of multiple concurrent projects, as well as direct costs paid by Clarke Caton Hintz to regulatory agencies, for a total contract award of nineteen thousand six hundred and twenty-five dollars (\$19,625.00), in accordance with RFQ-26-047.

LET IT BE FURTHER RESOLVED, that the Clerk to the Board shall print, in the official newspaper, a brief notice stating the nature, duration, service, and amount of the contract awarded to Clarke Caton Hintz and maintain a copy of this Resolution on file and available for public inspection in the Office of the Clerk to the Board.

LET IT BE FURTHER RESOLVED, that the Clerk of the Board, County Counsel, Director of the Department of Cultural & Historic Affairs, and Director of the Board of County Commissioners

are authorized execute any documents for the grant application and take any other steps necessary to carry out the purpose of this Resolution.

ZMQ

February 10, 2026