

County of Passaic

Board of County Commissioners



OFFICE OF COUNTY COMMISSIONERS

John W. Bartlett
 Orlando Cruz
 Rodney De Vore
 Terry Duffy
 Bruce James
 Pasquale "Pat" Lepore
 Cassandra "Sandi" Lazzara

401 Grand Street
 Paterson, New Jersey 07505
 Tel: 973-881-4402
 Fax: 973-742-3746

Matthew P. Jordan, Esq.
 Administrator
 Nadege D. Allwaters, Esq.
 County Counsel
 Louis E. Imhof, RMC
 Clerk Of The Board

Date: Jan 07, 2025 - 12:00 PM

Agenda: RESOLUTION QUALIFYING AND AUTHORIZING A CONTRACT AWARD TO WIELKOTZ & COMPANY, LLC TO PROVIDE AUDITING AND ACCOUNTING SERVICES TO THE COUNTY OF PASSAIC IN CALENDAR YEAR 2025, PURSUANT TO N.J.S.A. 40A:11-5, ET SEQ. AND RFQ-25-015

THIS RESOLUTION WAS REQUESTED BY:

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

Official Resolution#	
Meeting Date	1/7/2025
Introduced Date	1/3/2025
Adopted Date	
Agenda Item	7.
CAF#	5-01-20-103-003-233
Purchase Req. #	
Result	

Board of County Commissioners Reorganization Meet

 COMMITTEE NAME

**RESOLUTION QUALIFYING AND AUTHORIZING A CONTRACT AWARD TO
WIELKOTZ & COMPANY, LLC TO PROVIDE AUDITING AND ACCOUNTING SERVICES
TO THE COUNTY OF PASSAIC IN CALENDAR YEAR 2025, PURSUANT TO N.J.S.A.
40A:11-5, ET SEQ. AND RFQ-25-015**

WHEREAS, the County of Passaic (“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 (“Board”) is vested with managing the property, finances, and affairs of the County; and

WHEREAS, on September 12, 2023, the Passaic County Purchasing Agent issued RFQ-25-015, Auditor and Accounting Services for Passaic County Calendar Year 2025 (“RFQ-25-015”), seeking qualified respondents to provide auditing and accounting services to the County, as needed during calendar year 2025; and

WHEREAS, pursuant to N.J.S.A. 19:44A-20.7, the County’s request for qualifications is a fair and open process, specifically, the request for qualifications for auditing and accounting services for calendar year 2025 is publicly advertised, awarded under a process that provides for public solicitation of qualifications, established the basis of an award and disclosure process documented in writing prior to any solicitation, and is publicly opened and announced when awarded; and

WHEREAS, only Wielkocz & Company, LLC submitted a responsive proposal to RFQ-25-015, as evidenced by the tally sheet, attached hereto and made part of this Resolution; and

WHEREAS, after review of Wielkocz & Company, LLC’s proposal, the Chief Financial Officer is recommending to qualify and award a contract to Wielkocz & Company, LLC to provide auditing and accounting services to the County, as needed during calendar year 2025, in an amount not to exceed three hundred fifty thousand dollars (\$350,000.00); and

WHEREAS, pursuant to N.J.S.A. 52:32-60.1, et seq., Wielkocz & Company, LLC executed the Non-Involvement in Prohibited Activities in Russia or Belarus Certification, attached hereto and made part of this Resolution, certifying that it is not involved in prohibited activities in Russia and Belarus, and the County confirmed that said vendor is not identified on the Specially Designated Nationals and Blocked Persons list created by the Office of Foreign Assets Control; and

WHEREAS, funds are available in Account No. 5-01-20-103-003-233, 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 2025 and/or subsequent County budget(s), which is attached hereto and made part of this Resolution; and

WHEREAS, this matter was discussed by the Administration and Finance Committee and is being recommended to the Board for approval.

NOW, THEREFORE, LET IT BE RESOLVED, pursuant to N.J.S.A. 40A:11-5(1)(a)(i), the Board of County Commissioners of the County of Passaic qualifies and awards a contract to Wielkocz & Company, LLC to provide auditing and accounting services to the County of Passaic, as needed in calendar year 2025, in an amount not to exceed three hundred fifty thousand dollars (\$350,000.00), in accordance with the vendor’s response to RFQ-25-015.

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 to Wielkocz & Company, LLC, and maintain a copy of this Resolution on file and available for public inspection in the Office of the Clerk to the Board; and

LET IT BE FURTHER RESOLVED, that the Clerk to the Board, County Counsel, Chief Financial Officer and Director of the Board are authorized to take any action necessary to carry out the purpose of this Resolution.

NB

January 7, 2025