

County of Passaic

Board of County Commissioners



OFFICE OF COUNTY COMMISSIONERS

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Clerk Of The Board

Date: Feb 13, 2024 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING CONTRACT AWARD TO KRONICK RESOLUTIONS TO SERVE AS HEARING OFFICER FOR THE COUNTY OF PASSAIC IN CALENDAR YEAR 2024, PURSUANT TO N.J.S.A. 40A:11-5 AND RFQ-24-017

THIS RESOLUTION WAS REQUESTED BY:
ADMINISTRATION

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

Official Resolution#	
Meeting Date	2/13/2024
Introduced Date	1/30/2024
Adopted Date	
Agenda Item	7.
CAF#	4-01-20-102-001-213
Purchase Req. #	
Result	

Administration and Finance

COMMITTEE NAME

RESOLUTION AUTHORIZING CONTRACT AWARD TO KRONICK RESOLUTIONS TO SERVE AS HEARING OFFICER FOR THE COUNTY OF PASSAIC IN CALENDAR YEAR 2024, PURSUANT TO N.J.S.A. 40A:11-5 AND RFQ-24-017

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, the County requires qualified hearing officers to conduct disciplinary proceedings in calendar year 2024; and

WHEREAS, pursuant to N.J.S.A. 40A:11-5, *et seq.*, on September 18, 2023, the Passaic County Purchasing Agent issued RFQ-24-017, Hearing Officer for the Passaic County Calendar Year 2024 (“RFQ-24-017”), seeking qualifications for a pool of hearing officers for calendar year 2024; 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 hearing officers for calendar year 2024 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, on October 24, 2023, the Board passed Resolution No. R-23-0966, qualifying Kronick Resolutions as hearing officer for calendar year 2024; and

WHEREAS, the Passaic County Administrator is recommending to award a contract to Kronick Resolutions to serve as hearing officer for the County in calendar year 2024, in an amount not to exceed thirty-five thousand dollars (\$35,000.00); and

WHEREAS, funds are available in Account No. 4-01-20-102-001-213, 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 2024 and/or subsequent County budget(s), which is attached hereto and made part of this Resolution; and

WHEREAS, this matter was discussed at the February 7, 2024 Administration and Finance Committee meeting, and is being recommended to the Board for approval; and

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 awards a contract to Kronick Resolutions to serve as hearing officer for the County of Passaic in calendar year 2024, in an amount not to exceed thirty-five thousand dollars (\$35,000.00).

LET IT BE FURTHER RESOLVED, that the Clerk of the Board shall print, in the official newspaper, a brief notice stating the nature, duration, service, and amount of the contract awarded to Kronick Resolutions 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, County Administrator, Purchasing Agent and Director of the Board are authorized to take any action necessary to carry out the purpose of this Resolution.