

County of Passaic

Board of County Commissioners



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Date: Jun 23, 2026 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING CONTRACT MODIFICATION NO. 2 TO CLARKE CATON HINTZ FOR THE GOLF COURSE MAINTENANCE FACILITY AT THE PREAKNESS VALLEY GOLF COURSE IN THE TOWNSHIP OF WAYNE, PER RFQ-26-011 AND RFQ-26-043, PURSUANT TO N.J.A.C. 5:30-11.6

THIS RESOLUTION WAS REQUESTED BY:
 ENGINEERING

REVIEWED BY:

Matthew P. Jordan, Esq.
 COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.
 COUNTY COUNSEL

Official Resolution#	
Meeting Date	6/23/2026
Introduced Date	6/12/2026
Adopted Date	
Agenda Item	27.
CAF#	C-04-55-182-002-920 and C
Purchase Req. #	24-02688
Result	

Public Works

COMMITTEE NAME

RESOLUTION AUTHORIZING CONTRACT MODIFICATION NO. 2 TO CLARKE CATON HINTZ FOR THE GOLF COURSE MAINTENANCE FACILITY AT THE PREAKNESS VALLEY GOLF COURSE IN THE TOWNSHIP OF WAYNE, PER RFQ-26-011 AND RFQ-26-043, 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, the County issued RFQ-26-011 and RFQ-26-043 for Engineering, Architects, Land Surveyors, Planners, Landscape Architects, and Environmental Health Safety/Engineering Consultants seeking qualifications for a pool of consultants for the calendar year 2026, to be hired on as-needed basis to provide professional services to the County; and

WHEREAS, on October 28, 2025, the Board passed Resolution No. R-25-1038, qualifying a pool of engineers, architects, land surveyors, planners, landscape architects, and environmental health and safety engineers for calendar year 2026, as recommended by the Passaic County Engineer, to be hired on as-needed basis, which included Clarke Caton Hintz; and

WHEREAS, pursuant to N.J.S.A. 19:44A-20.4, the County’s request for qualifications is a fair and open process, specifically, the qualification for the pool of engineers, architects, land surveyors, planners, landscape architects, and environmental health and safety engineers for calendar year 2026 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, the County desired to construct a Golf Course Maintenance Facility at the Preakness Valley Golf Course in the Township of Wayne, which shall include a storage building, mechanics building, and office building (hereafter “Project”); and

WHEREAS, on April 9, 2024, the Board passed Resolution No. R-24-0334, authorizing a partial award of contract to Clarke Caton Hintz in an amount not to exceed four hundred thousand dollars (\$400,000.00) to perform professional services for the Project; and

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 outside the original scope of activities of the original contract, provided that any change beyond the original scope of activities shall be made by amendatory contract approved by the governing body; and

WHEREAS, on March 25, 2025, the Board passed Resolution No. R-25-0267, authorizing Contract Modification No. 1 to Clarke Caton Hintz, in the amount of three hundred nine thousand five hundred dollars (\$309,500.00), consisting of the remaining two hundred ninety-nine thousand five hundred dollars (\$299,500.00) of the original contract proposal, plus an additional ten thousand dollars (\$10,000.00), with a new total contract amount, as a result of the increase, of seven hundred nine thousand five hundred dollars (\$709,500.00); and

WHEREAS, the Passaic County Engineer is recommending Contract Modification No. 2, for the Project in the increased amount of one hundred thirty-three thousand two hundred seventy dollars (\$133,270.00), to perform additional services to prepare documents for bid, submit permit applications, assist with project bidding, and perform construction administration services for phase two work of the Project, with a new total contract amount, as a result of the increase, of eight hundred forty-two thousand seven hundred seventy dollars (\$842,770.00); and

WHEREAS, funds are available in Account Nos. C-04-55-182-002-920 and C-04-55-188-001-920, 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 years’ County budget(s); and

WHEREAS, this matter was discussed at the June 10, 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, that the Passaic County Board of County Commissioners hereby authorizes Contract Modification No. 2 to Clarke Caton Hintz for the Golf Course Maintenance Facility at the Preakness Valley Golf Course in the Township of Wayne, in the amount of one hundred thirty-three thousand two hundred seventy dollars (\$133,270.00), with a new total contract amount of eight hundred forty-two thousand seven hundred seventy dollars (\$842,770.00), as recommended by the Passaic County Engineer; and

LET IT BE FURTHER RESOLVED, that the Clerk of the Board shall publish on the County's public notices website, a brief notice stating the nature, duration, service, and amount of the contract with Clarke Caton Hintz, and maintain a copy of the resolution on file and available for public inspection in the Office of the Clerk of the Board; and

LET IT BE FURTHER RESOLVED, that the Clerk of the Board, County Counsel, and Director of the Board of County Commissioners are authorized to execute the contract and take any other steps necessary to carry out the purpose of this Resolution.

KJB

June 23, 2026