

# County of Passaic

## Board of County Commissioners



### OFFICE OF COUNTY COMMISSIONERS

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

Date: Feb 27, 2024 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING AN ADDITIONAL APPROPRIATION TO PHOENIX CONSULTING GROUP, LLC FOR CONSULTING SERVICES PROVIDED TO THE DEPARTMENT OF HUMAN RESOURCES IN CALENDAR YEAR 2023, PURSUANT TO N.J.A.C. 5:30-11.6

THIS RESOLUTION WAS REQUESTED BY:  
HUMAN RESOURCES

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

Official Resolution#	
Meeting Date	2/27/2024
Introduced Date	2/20/2024
Adopted Date	
Agenda Item	5.
CAF#	3-01-20-106-001-233
Purchase Req. #	
Result	

Administration and Finance

COMMITTEE NAME

**RESOLUTION AUTHORIZING AN ADDITIONAL APPROPRIATION TO PHOENIX CONSULTING GROUP, LLC FOR CONSULTING SERVICES PROVIDED TO THE DEPARTMENT OF HUMAN RESOURCES IN CALENDAR YEAR 2023, PURSUANT TO N.J.A.C. 5:30-11.6**

**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**, pursuant to N.J.S.A. 40A:11-5(1)(a)(i), any contract the amount of which exceeds the bid threshold, may be negotiated and awarded by the Board without public advertising for bids and bidding therefor and shall be awarded by resolution of the Board if the subject matter of the contract is for professional services; and

**WHEREAS**, on November 22, 2022, the Board passed Resolution No. R-22-0974, authorizing a contract award to Phoenix Consulting Group, LLC to provide consulting services to the Department of Human Resources in calendar year 2023, in an amount not to exceed seven thousand five hundred dollars (\$7,500.00); and

**WHEREAS**, on April 11, 2023, the Board passed Resolution No. R-23-0327, authorizing an additional appropriation to Phoenix Consulting Group, LLC, in an amount not to exceed ten thousand dollars (\$10,000.00), for a total appropriation for calendar year 2023, in an amount not to exceed seventeen thousand five hundred dollars (\$17,500.00); and

**WHEREAS**, the Director of Human Resources is recommending an additional appropriation to Phoenix Consulting Group, LLC, in an amount not to exceed one thousand dollars (\$1,000.00), to pay outstanding invoices for consulting services rendered in calendar year 2023; 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 within the scope of activities of the original contract, and not for the purpose of undertaking new or different work or projects; and

**WHEREAS**, funds are available in Account No. 3-01-20-106-001-233, 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 2023 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.A.C. 5:30-11.6, the Board of County Commissioners of the County of Passaic authorizes an additional appropriation to Phoenix Consulting Group, LLC, in an amount not to exceed one thousand dollars (\$1,000.00) for consulting services provided to the Department of Human Resources in calendar year 2023, for a total appropriation for calendar year 2023, in an amount not to exceed eighteen thousand five hundred dollars (\$18,500.00).

**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 Phoenix Consulting Group, LLC 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 Human Resources and Director of the Board are authorized to take any action necessary to carry out the purpose of this Resolution.

