

County of Passaic  
Board of County Commissioners



OFFICE OF COUNTY COMMISSIONERS

Director Pasquale “Pat” Lepore  
Deputy Director Cassandra “Sandi” Lazzara  
John W. Bartlett  
Orlando Cruz  
Rodney De Vore  
Terry Duffy  
Bruce James

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  
Clerk Of The Board

Date: Apr 08, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING CONTRACT MODIFICATION NO. 2 TO DEWBERRY ENGINEERS, INC., TO PERFORM A COURSE FACILITIES ASSESSMENT AT PREAKNESS VALLEY GOLF COURSE IN THE TOWNSHIP OF WAYNE, RFQ-25-01, PURSUANT TO N.J.A.C. 5:30-11.6

THIS RESOLUTION WAS REQUESTED BY:  
PARKS & RECREATION

REVIEWED BY:

  
Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

  
Nadege D. Allwaters, Esq.

Official Resolution#	
Meeting Date	4/8/2025
Introduced Date	4/3/2025
Adopted Date	
Agenda Item	32.
CAF#	C-04-55-188-001-920
Purchase Req. #	
Result	

Public Works  
COMMITTEE NAME

**RESOLUTION AUTHORIZING CONTRACT MODIFICATION NO. 2 TO DEWBERRY ENGINEERS, INC., TO PERFORM A COURSE FACILITIES ASSESSMENT AT PREAKNESS VALLEY GOLF COURSE IN THE TOWNSHIP OF WAYNE, RFQ-25-01, 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., any contract the amount of which exceeds the bid threshold, may be negotiated and awarded by the governing body without public advertising for bids and bidding therefor and shall be awarded by resolution of the governing body if, the subject matter consists of professional services; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5, et seq. the County issued RFQ-25-013, Engineers, Architects, Land Surveyors, Planners, Landscape Architects, Golf Course Architects/Designers, And Environmental and Safety/Engineering Consultants (hereafter “RFQ-25-013”) seeking qualifications for a pool of engineers, architects, land surveyors, planners, landscape architects, and environmental health and safety engineers for calendar year 2025, to be hired on an as-needed basis, to provide professional services to the County; and

**WHEREAS**, on January 21, 2025, the Board passed Resolution No. R-25-0058, qualifying a pool of engineers, architects, land surveyors, planners, landscape architects, and environmental health and safety engineers for calendar year 2025, as recommended by the Passaic County Engineer, to be hired on an as-needed basis, which included Dewberry Engineers, Inc.; 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 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**, on April 9, 2024, the Board passed Resolution No. R-24-0311 authorizing an award of contract to Dewberry Engineers, Inc., in an amount not to exceed twenty-five thousand fifty-two dollars (\$25,052.00) to perform a facilities assessment at Preakness Valley Golf Course in the Township of Wayne

**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 11, 2025, the Board passed Resolution No. R-25-0212, authorizing Contract Modification No. 1 to Dewberry Engineers, Inc., in the increased amount of twenty thousand dollars (\$20,000.00), with a new total contract amount, as a result of the increase, in the amount of forty-five thousand fifty-two dollars (\$45,052.00)

**WHEREAS**, the Director of the Department of Parks & Recreation is recommending that the Board authorize Contract Modification No. 2 to Dewberry Engineers, Inc., in the increased amount of fifty thousand dollars (\$50,000.00), due to various additional site visits required for the project, with a new total contract amount, as a result of the increase, in the amount of ninety-five thousand fifty-two dollars (\$95,052.00); and

**WHEREAS**, funds are available in Account No. 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 2025 and/or subsequent years’ County budget(s), which is attached to and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the March 26, 2025 meeting of the Public Works Committee, and is being recommended for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.A.C. 5:30-11.6 that the Board of County Commissioners of the County of Passaic is authorizing Contract Modification No. 2 to Dewberry Engineers, Inc., in the increased amount of fifty thousand dollars (\$50,000.00), with a new total contract amount, as a result of the increase, in the amount of ninety-five thousand fifty-two dollars (\$95,052.00).

**LET IT BE FURTHER RESOLVED**, 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 Dewberry Engineers, Inc. and maintain a copy of the 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, 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

April 8, 2025