

County of Passaic
Board of County Commissioners



OFFICE OF COUNTY COMMISSIONERS

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County Counsel
Louis E. Imhof
Clerk Of The Board

Date: Apr 22, 2025 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING AN ADDITIONAL APPROPRIATION TO BRIAN R. SEGUIN, ESQ. FOR OUTSIDE LEGAL COUNSEL PATIENT ADVOCATE SERVICES PERFORMED FOR THE COUNTY ADJUSTER’S OFFICE IN CALENDAR YEAR 2024, PURSUANT TO N.J.A.C. 5:30-11.6

THIS RESOLUTION WAS REQUESTED BY:
PURCHASING

REVIEWED BY:


Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:


Nadege D. Allwaters, Esq.

Official Resolution#	
Meeting Date	4/22/2025
Introduced Date	4/15/2025
Adopted Date	
Agenda Item	1.
CAF#	4-01-20-104-003-213
Purchase Req. #	
Result	

Administration and Finance
COMMITTEE NAME

RESOLUTION AUTHORIZING AN ADDITIONAL APPROPRIATION TO BRIAN R. SEGUIN, ESQ. FOR OUTSIDE LEGAL COUNSEL PATIENT ADVOCATE SERVICES PERFORMED FOR THE COUNTY ADJUSTER'S OFFICE IN CALENDAR YEAR 2024, 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. 30:4-34, the Passaic County Adjuster shall have charge and supervision of the preparation of papers relating to the commitment of persons with mental illness in the County, and in cases arising in other counties in which the legal settlement appears to be in the County; and

WHEREAS, on September 26, 2023, the Passaic County Purchasing Agent issued RFQ-24-045, Expand Pool Outside Legal Counsel Patient Advocate ("RFQ-24-045"), seeking a pool of qualified law firms to serve as legal counsel and patient advocates for the County Adjuster's Office, as needed during 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 legal counsel and patient advocates 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 November 21, 2023, the Board passed Resolution No. R-23-1046, qualifying multiple law firms as outside counsel patient advocates for calendar year 2024 under RFQ-24-045, including Brian R. Seguin, Esq.; and

WHEREAS, on June 11, 2024, the Board passed Resolution No. R-24-478, awarding contracts to multiple law firms to serve as outside counsel patient advocates for calendar year 2024 under RFQ-24-045, including a contract to Brian R. Seguin, Esq. in an amount not to exceed fifteen thousand dollars (\$15,000.00); 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, the Passaic County Adjuster is recommending an additional appropriation not to exceed six hundred dollars (\$600.00), to Brian R. Seguin, Esq. for providing outside legal counsel patient advocate services as set forth in RFQ-24-045 to the Passaic County Adjuster's Office, for a new total contract amount not to exceed fifteen thousand six hundred dollars (\$15,600.00) during calendar year 2024; and

WHEREAS, pursuant to N.J.S.A. 52:32-60.1, et seq., Brian R. Seguin, Esq. executed the Non-Involvement in Prohibited Activities in Russia or Belarus Certification, attached hereto and made part of this Resolution, certifying that they are 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. 4-01-20-104-003-213, 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 April 9, 2025 Administration and Finance

Committee meeting, 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, the Board of County Commissioners of the County of Passaic authorizes an additional appropriation not to exceed six hundred dollars (\$600.00) to Brian R. Seguin, Esq. for outside legal counsel patient advocate services provided to the Passaic County Adjuster's Office, for a new total contract award not to exceed fifteen thousand six hundred dollars (\$15,600.00) during calendar year 2024.

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 Brian R. Seguin, Esq. 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, and Director of the Board are authorized to take any action necessary to carry out the purpose of this Resolution.

NB

April 22, 2025