

# 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: Apr 09, 2024 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO CLARKE CATON HINTZ FOR ARCHITECTURAL / ENGINEERING SERVICES FOR THE PROPOSED GOLF COURSE MAINTENANCE BUILDING AT THE PREAKNESS VALLEY GOLF COURSE IN THE TOWNSHIP OF WAYNE, RFQ-24-043, PURSUANT TO N.J.S.A. 40A:11-5, ET SEQ.

THIS RESOLUTION WAS REQUESTED BY:  
ENGINEERING

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REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

Official Resolution#	
Meeting Date	4/9/2024
Introduced Date	4/4/2024
Adopted Date	
Agenda Item	60.
CAF#	C-04-55-182-001-920
Purchase Req. #	
Result	

Public Works

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COMMITTEE NAME

**RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO CLARKE CATON HINTZ FOR ARCHITECTURAL / ENGINEERING SERVICES FOR THE PROPOSED GOLF COURSE MAINTENANCE BUILDING AT THE PREAKNESS VALLEY GOLF COURSE IN THE TOWNSHIP OF WAYNE, RFQ-24-043, PURSUANT TO N.J.S.A. 40A:11-5, ET SEQ.**

**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-24-043, Engineers, Architects, Land Surveyors, Planners, Landscape Architects, Golf Course Architects/Designers, And Environmental and Safety/Engineering Consultants (hereafter “RFQ-24-043”) seeking qualifications for a pool of engineers, architects, land surveyors, planners, landscape architects, and environmental health and safety engineers for calendar year 2024, to be hired on an as-needed basis, to provide professional services to the County; and

**WHEREAS**, on November 21, 2023, the Board passed Resolution No. R-23-1091, qualifying a pool of engineers, architects, land surveyors, planners, landscape architects, and environmental health and safety engineers for calendar year 2024, as recommended by the Passaic County Engineer, to be hired on an 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 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**, the County Engineer is recommending an award of contract to Clarke Caton Hintz in an amount not to exceed four hundred thousand dollars (\$400,000.00) for architectural/ engineering services for the proposed Golf Course Maintenance Building at the Preakness Valley Golf Course in the Township of Wayne in accordance with the proposal submitted by Clarke Caton Hintz, attached hereto and submitted herewith; and

**WHEREAS**, funds are available in Account No., C-04-55-182-001-920 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 2024 and/or subsequent years’ County budget(s), which is attached to and made part of this Resolution; and

**WHEREAS**, this matter was discussed with the Public Works Committee by e-mail on April 4, 2024, and is being recommended for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-5(1)(a)(i) that the Board of County Commissioners of the County of Passaic is authorizing an award of contract to Clarke Caton Hintz in an amount not to exceed four hundred thousand dollars (\$400,000.00) for architectural/ engineering Services for the proposed Golf Course Maintenance Building at the Preakness Valley Golf Course in the Township of Wayne in accordance with the proposal submitted Clark Caton Hintz, as recommended by the Passaic County Engineer.

**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 Clarke Caton Hintz 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.

PCR

April 9, 2024