



Ocean County Board of Chosen Freeholders

OFFICE OF THE
OCEAN COUNTY FREEHOLDERS

Freeholder Director Virginia E. Haines

Deputy Director John P. Kelly

Freeholder Gerry P. Little

Freeholder Gary Quinn

Freeholder Joseph H. Vicari

101 Hooper Ave
Toms River, New Jersey

08754-2191

Tel: 732-929-2005

Fax: 732-505-1918

Board Meeting Agenda

Date: December 4, 2019 - 4:00 PM

Location: Administration Building
Room 119
101 Hooper Avenue
Toms River, NJ 08754

Agenda: Awarding a Professional Services Contract to Holman Frenia Allison, P.C. to provide Auditing Services for the Department of Employee Relations Division of Risk Management, Department of Senior Services & Office of the Fire Marshal, for the period of 1/1/2020 through 12/31/2020, in an amount not to exceed \$65,500.00, contingent upon the adoption of the 2020 Temporary County Budget and 2020 County Budget. (QP2019-133)

Official Resolution#	2019001588						
Meeting Date	12/04/2019						
Introduced Date	12/04/2019						
Adopted Date	12/04/2019						
Agenda Item	I-4						
CAF #							
Purchase Req. #	QP2019-133						
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Haines	✓						✓
Kelly	✓		✓		✓		
Little	✓				✓		
Quinn	✓				✓		
Vicari	✓			✓	✓		

I HEREBY CERTIFY THAT THIS DOCUMENT IS A TRUE, COMPLETE AND ACCURATE COPY OF THIS RESOLUTION, ADOPTED BY OCEAN COUNTY BOARD OF CHOSEN FREEHOLDERS, NJ AT THE MEETING REFERENCED THEREON

MACilento

Clerk Of The Board

RESOLUTION

December 4, 2019

WHEREAS, there exists a need for the services of a consultant to audit the accounts and records for the Ocean County Insurance Program, perform audit services for the Ocean County Department of Senior Services and conduct an agreed upon procedures engagement for the Standard Operating Procedures Manual for the Ocean County Office of the Fire Marshal; and

WHEREAS, the County of Ocean has publicly solicited Request for Qualifications for the provision of audit services for the County of Ocean in accordance with N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the responses received by the County of Ocean were reviewed by the Ocean County Consultant Selection Review Committee in accordance with the criteria approved by the Ocean County Board of Chosen Freeholders for the evaluation of the same; and

WHEREAS, the Ocean County Consultant Selection Review Committee has recommended the award of a Professional Services Agreement for special auditing services to Holman Frenia Allison, P.C. for one year effective January 1, 2020; and

WHEREAS, the Local Public Contracts Law requires that the Resolution authorizing the award of contracts for Professional Services and the contract itself must be available for public inspection; and

WHEREAS, for the audit of accounts and records for the Ocean County Insurance Program, partial funds for these services in the amount of \$4,750.00 have been made available upon the adoption of the 2020 Temporary County Budget in account #016-080-4040-6600; and

WHEREAS, for the audit of accounts and records for the Ocean County Insurance Program, funds for the balance, in the amount of \$14,250.00 have been made available upon the adoption of the full 2020 County budget in account #016-080-4040-6600; and

WHEREAS, for the special audit for the Ocean County Department of Senior Services, partial funds for these services in the amount of \$ 7,000.00 have been made available upon the adoption of the 2020 Temporary County Budget in account #016-215-5058-6600; and

WHEREAS, for the special audit for the Ocean County Department of Senior Services, funds for the balance, in the amount of \$19,500.00 have been made available upon the adoption of the full 2020 County budget in account #016-215-5058-6600.

WHEREAS, for the agreed upon procedures engagement for the Ocean County Department of Fire Marshal, partial funds for these services in the amount of \$ 5,000.00 have been made available upon the adoption of the 2020 Temporary County Budget in account #9999-210-117-0056; and

WHEREAS, for the agreed upon procedures for the Ocean County Department of Fire Marshal, funds for the balance, in the amount of \$15,000.00 have been made available upon the adoption of the full 2020 County budget in account #9999-210-117-0056.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF CHOSEN FREEHOLDERS OF THE COUNTY OF OCEAN, STATE OF NEW JERSEY, as follows:

1. The Director and the Clerk of the Board are hereby authorized and directed to execute an Agreement for audit services with the firm Holman Frenia Allison, P.C., 680 Hooper Avenue, Building B, Suite 201, Toms River, New Jersey 08753, for the Ocean County Insurance Program, Ocean County Department of Senior Services and Ocean County Department of the Fire Marshal for one year effective January 1, 2020.
2. A copy of this Agreement shall be kept on file and available for public inspection at the Office of the Clerk of the Ocean County Board of Chosen Freeholders, Ocean County Administration Building, Hooper Avenue, Toms River, New Jersey.
3. This contract is awarded as a "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a), as the services required in connection with this Agreement shall be provided by licensed accountants and constitute professional services as defined therein.
4. A notice of this action shall be published once as required by law.
5. The Contractor shall include the contract number on all papers, documents, invoices and vouchers pertaining to said contract.
6. Certified copies of this Resolution shall be made available to the Ocean County Department of Finance, Ocean County Department of Employee Relations, Division of Risk Management, Ocean County Counsel, Ocean County Office of Senior Services, Ocean County Office of the Fire Marshal, and Holman Frenia Allison, P.C.



Ocean County Board of Chosen Freeholders

101 Hooper Ave
Toms River, New Jersey
08754-2191
Tel: 732-929-2005
Fax: 732-505-1918

Organization Meeting Agenda

Date: January 2, 2020 - 3:30 PM
Location: Administration Building
Room 119
101 Hooper Avenue
Toms River, NJ 08754

Agenda: Appointing Robert W. Allison, CPA, RMA, PSA as County Auditor for the year 2020. (QP2020-4)

Official Resolution#	2020000029						
Meeting Date	01/02/2020						
Introduced Date	01/02/2020						
Adopted Date	01/02/2020						
Agenda Item	n-4						
CAF #							
Purchase Req. #	QP2020-4						
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Haines	✓						✓
Kelly	✓		✓		✓		
Little	✓			✓	✓		
Quinn	✓				✓		
Vicari	✓				✓		

I HEREBY CERTIFY THAT THIS DOCUMENT IS A TRUE, COMPLETE AND ACCURATE COPY OF THIS RESOLUTION, ADOPTED BY OCEAN COUNTY BOARD OF CHOSEN FREEHOLDERS, NJ AT THE MEETING REFERENCED THEREON

MACilento

Clerk Of The Board

RESOLUTION

January 2, 2020

WHEREAS, there exists a need for a County Auditor to complete the County Audit for 2020 and to audit the records for the County of Ocean in accordance with N.J.S.A. 40A:5-4; and

WHEREAS, such audit services can be provided only by a Licensed Registered Municipal Auditor; and

WHEREAS, the County of Ocean has publicly solicited Request for Qualifications for the provision of audit services for the County of Ocean in accordance with N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the qualifications were received and reviewed by the Ocean County Department of Finance in accordance with the criteria set forth in the Request for Qualifications; and

WHEREAS, the Ocean County Consultant Selection Review Committee has recommended the award of a Professional Services Agreement for auditing services to Robert W. Allison, CPA, RMA, PSA, on the basis of his qualifications; and

WHEREAS, this contract is awarded as a professional service in accordance with N.J.S.A. 40A:11-5, as the services to be performed are specialized and qualitative in nature and will be performed under the supervision of a licensed accountant; and

WHEREAS, this contract is awarded in compliance with the provisions of N.J.S.A. 19:44A-20.4 et seq., the New Jersey "Pay-to-Play" Law; and

WHEREAS, funds will be made available upon adoption of the County Budget under the following appropriations: Department of Finance O.E., Audit, O.E., Single Audit O.E., Departmental Operating Expenses or Department Trust Funds as indicated in the contract; and

WHEREAS, the amount of the contract is not to exceed \$270,000.00.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF CHOSEN FREEHOLDERS OF THE COUNTY OF OCEAN, STATE OF NEW JERSEY, as follows:

1. The Freeholder Director and Clerk of the Board are hereby authorized and directed to execute a Professional Services Agreement for auditing services with Robert W. Allison, CPA, RMA, PSA.

2. A copy of this Agreement shall be kept on file and available for public inspection at the Office of the Clerk of the Board of Chosen Freeholders, Ocean County Administration Building, 101 Hooper Avenue, Toms River, New Jersey.
3. This contract is awarded as a "Professional Services" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a), as the services required in connection with this Agreement shall be provided by licensed accountants and constitute professional services as defined therein.
4. A notice of this action shall be published once as required by law.
5. The contractor shall include the contract number on all papers, documents, invoices and vouchers pertaining to said contract.
6. Certified copies of this resolution shall be made available to Ocean County Department of Finance and the County Auditor.



Ocean County Board of Chosen Freeholders

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Deputy Director Gary Quinn

Freeholder Virginia E. Haines

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Board Meeting Agenda

Date: February 19, 2020 - 4:00 PM

Location: Administration Building
Room 119
101 Hooper Avenue
Toms River, NJ 08754

Agenda: Amending a Contract with Robert W. Allison, CPA, RMA, PSA to provide Auditing Services, an increase in the amount of \$20,000.00. (QP2020-4)

Official Resolution#	2020000295						
Meeting Date	02/19/2020						
Introduced Date	02/19/2020						
Adopted Date	02/19/2020						
Agenda Item	n-4						
CAF #							
Purchase Req. #	QP2020-4						
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Vicari	✓				✓		
Quinn	✓				✓		
Haines	✓						✓
Kelly	✓		✓		✓		
Little	✓			✓	✓		

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Clerk Of The Board

RESOLUTION

February 19, 2020

WHEREAS, on January 2, 2020 contract QP2020-4 was awarded for auditing services to Robert W. Allison, CPA, RMA, PSA; and

WHEREAS, it is necessary to amend the contract amount to include services for O.C.E.A.N. INC. as outlined in the letter dated February 10, 2020; and

WHEREAS, funds will be made available from the appropriation entitled Special Accounting Service account number 2020-016-025-4009 in the amount of \$20,000.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF CHOSEN FREEHOLDERS OF THE COUNTY OF OCEAN, STATE OF NEW JERSEY, as follows:

1. Contract QP2020-4 is hereby increased from \$270,000 to \$290,000.
2. The letter dated February 10, 2020 will serve as the amendment to the original contract. A copy of this Agreement shall be kept on file and available for public inspection at the Office of the Clerk of the Board of Chosen Freeholders, Ocean County Administration Building, 101 Hooper Avenue, Toms River, New Jersey.
3. This contract is awarded as a "Professional Services" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a), as the services required in connection with this Agreement shall be provided by licensed accountants and constitute professional services as defined therein.
4. A notice of this action shall be published once as required by law.
5. The contractor shall include the contract number on all papers, documents, invoices and vouchers pertaining to said contract.
6. Certified copies of this resolution shall be made available to Ocean County Department of Finance and the County Auditor.



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101 Hooper Ave
Toms River, New Jersey

08754-2191

Tel: 732-929-2005

Fax: 732-505-1918

Board Meeting Agenda

Date: July 1, 2020 - 4:00 PM

Location: Administration Building
Room 119
101 Hooper Avenue
Toms River, NJ 08754

Agenda: Amending a Contract with Robert W. Allison, CPA, RMA, PSA to provide Auditing Services for the Southern Ocean County Landfill, an increase in the amount of \$5,500.00. (QP2020-4)

Official Resolution#	2020000821						
Meeting Date	07/01/2020						
Introduced Date	07/01/2020						
Adopted Date	07/01/2020						
Agenda Item	I-5						
CAF #							
Purchase Req. #	QP2020-4						
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Vicari	✓				✓		
Quinn	✓		✓		✓		
Haines	✓			✓			✓
Kelly		✓					
Little	✓				✓		

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Clerk Of The Board

RESOLUTION

July 1, 2020

WHEREAS, on January 2, 2020 contract QP2020-4 was awarded for auditing services to Robert W. Allison, CPA, RMA, PSA; and

WHEREAS, it is necessary to amend the contract amount to include services for Southern Ocean Landfill as outlined in the letter dated December 13, 2019; and

WHEREAS, funds will be made available from the appropriation entitled Southern Ocean Landfill Escrow Fund account number 9999-308-155-2202 in the amount of \$5,500.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF CHOSEN FREEHOLDERS OF THE COUNTY OF OCEAN, STATE OF NEW JERSEY, as follows:

1. Contract QP2020-4 is hereby increased from \$290,000 to \$295,500.
2. The letter dated December 13, 2019 will serve as the amendment to the original contract. A copy of this Agreement shall be kept on file and available for public inspection at the Office of the Clerk of the Board of Chosen Freeholders, Ocean County Administration Building, 101 Hooper Avenue, Toms River, New Jersey.
3. This contract is awarded as a "Professional Services" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a), as the services required in connection with this Agreement shall be provided by licensed accountants and constitute professional services as defined therein.
4. A notice of this action shall be published once as required by law.
5. The contractor shall include the contract number on all papers, documents, invoices and vouchers pertaining to said contract.
6. Certified copies of this resolution shall be made available to Ocean County Department of Finance, Planning Department and the County Auditor.



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Board Meeting Agenda

Date: September 16, 2020 - 4:00 PM

Location: Administration Building
Room 119
101 Hooper Avenue
Toms River, NJ 08754

Agenda: Amending a Contract with Robert W. Allison, CPA, RMA, PSA to provide Auditing Services for the OCCARES Grant Agreement Adherence and Expenditure Claims Assessment, an increase in the amount of \$150,000.00. (QP2020-4)

Official Resolution#	2020001139						
Meeting Date	09/16/2020						
Introduced Date	09/16/2020						
Adopted Date	09/16/2020						
Agenda Item	j-2						
CAF #							
Purchase Req. #	QP2020-4						
Result	Adopted						
FREEHOLDER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Vicari	✓				✓		
Quinn	✓			✓	✓		
Haines	✓				✓		
Kelly	✓		✓		✓		
Little	✓				✓		

I HEREBY CERTIFY THAT THIS DOCUMENT IS A TRUE, COMPLETE AND ACCURATE COPY OF THIS RESOLUTION, ADOPTED BY OCEAN COUNTY BOARD OF CHOSEN FREEHOLDERS, NJ AT THE MEETING REFERENCED THEREON

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Clerk Of The Board

RESOLUTION

September 16, 2020

WHEREAS, the Ocean County Board of Chosen Freeholders on March 18, 2020 adopted a "Proclamation of the Emergency" to protect health and safety of all County residents; and

WHEREAS, on March 18, 2020 the Board of Chosen Freeholders adopted a Proclamation of Emergency in response to the Coronavirus including authorizing to the County Purchasing Agent to issue or award emergency purchase orders pursuant to N.J.S.A. 40A:11-6, N.J.S.A. 5:34-6.1 and Local Finance Board Notice 2020-06; and

WHEREAS, due to the COVID-19 epidemic and uncertainty of the length of time the epidemic; and

WHEREAS, on January 2, 2020 contract QP2020-4 was awarded for auditing services to Robert W. Allison, CPA, RMA, PSA; and

WHEREAS, it is necessary to amend the contract amount to include services for OCCARES grant Agreement Adherence and Expenditure Claims Assessment as outlined in the proposal dated September 2, 2020; and

WHEREAS, funds will be made available from the appropriation entitled CARES Act Coronavirus Relief Fund account number 9999-019-015-0003 in the amount of \$150,000.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF CHOSEN FREEHOLDERS OF THE COUNTY OF OCEAN, STATE OF NEW JERSEY, as follows:

1. Contract QP2020-4 is hereby increased from \$295,500 to \$445,500.
2. The proposal dated September 2, 2020 will serve as the amendment to the original contract. A copy of this Agreement shall be kept on file and available for public inspection at the Office of the Clerk of the Board of Chosen Freeholders, Ocean County Administration Building, 101 Hooper Avenue, Toms River, New Jersey.
3. This contract is awarded as a "Professional Services" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a), as the services required in connection with this Agreement shall be provided by licensed accountants and constitute professional services as defined therein.
4. A notice of this action shall be published once as required by law.
5. The contractor shall include the contract number on all papers, documents, invoices and vouchers pertaining to said contract.

6. Certified copies of this resolution shall be made available to Ocean County Department of Finance and the County Auditor.