



## Ocean County Board of Commissioners

OFFICE OF THE  
OCEAN COUNTY COMMISSIONERS

Director Joseph H. Vicari  
Deputy Director Gary Quinn  
Commissioner Barbara Jo Crea  
Commissioner Virginia E. Haines  
Commissioner John P. Kelly

101 Hooper Avenue  
Toms River, New Jersey  
08754-2191  
(732)929-2005  
(732)505-1918

### Board Meeting Agenda

Date: October 4, 2023 - 4:00 PM  
Location: Administration Building  
Room 119  
101 Hooper Avenue  
Toms River, NJ 08754

Agenda: Qualifying Stephen Kay Golf Course Architect, LLC to provide Golf Course Architecture Consulting Services on a project specific basis, for the period of 10/20/2023 through 10/19/2024. (QP2023-117)

<b>Official Resolution#</b>		<b>2023001445</b>					
Meeting Date		10/04/2023					
Introduced Date		10/04/2023					
Adopted Date		10/04/2023					
Agenda Item		m-2					
CAF #							
Purchase Req. #		QP2023-117					
Result		Adopted					
COUNTY COMMISSIONER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Vicari	<				<		
Quinn	<			<	<		
Crea	<				<		
Haines	<				<		
Kelly	<		<		<		

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

*Michelle I. Gunther*

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Clerk Of The Board

RESOLUTION  
October 4, 2023

**WHEREAS**, the Ocean County Board of Commissioners has determined that a need exists for Golf Course Architecture Consulting Services; and

**WHEREAS**, the County of Ocean has publicly solicited a Requests for Qualifications for such work in accordance with the requirements of N.J.S.A. 19:44A-20.4; and

**WHEREAS**, two (2) firms responded with written proposal, fee schedule and associated documentation; and

**WHEREAS**, the Consultant Selection Review Committee has reviewed the proposals submitted and has recommended one (1) firm be qualified to provide Golf Course Architecture Consulting Services; and

**WHEREAS**, the responses received by the County of Ocean were reviewed by the Ocean County Department of Parks & Recreation, and the Ocean County Consultant Selection Review Committee in accordance with the criteria approved by the Ocean County Board for Commissioners as set forth in the Request for Qualifications; and

**WHEREAS**, the Ocean County Department of Parks & Recreation, and Ocean County Consultant Selection Review Committee have recommended the firm listed below is qualified and eligible to provide and be awarded contracts for the necessary services for a one (1) year period:

1. Stephen Kay Golf Course Architect, LLC.  
665 Saint Andrews Dr.  
Egg Harbor City, NJ 08215

**NOW, THEREFORE, BE IT RESOLVED** by the **BOARD OF COMMISSIONERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY**, as follows:

1. Stephen Kay Golf Course Architect, 665 St. Andrews Dr. Egg Harbor City, NJ 08215 is qualified and eligible to provide Golf Course Architecture Consulting Services and shall be awarded a contract for necessary services from October 20, 2023 through October 19, 2024.
2. The services provided will be based upon project specific proposals.
3. A certified copy of this resolution shall remain on file and be available for public inspection and the office of the Clerk of the Board of Commissioners during normal business hours.
4. The contractor shall include the contract number on all papers, documents, invoices, and vouchers pertaining to said contract.
5. Certified copies of this resolution shall be made available to Ocean County Counsel, Ocean County Auditor, Parks & Recreation Department, and Stephen Kay Golf Course Architect, LLC.