



## 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: December 20, 2023 - 4:00 PM  
Location: Administration Building  
Room 119  
101 Hooper Avenue  
Toms River, NJ 08754

Agenda: Awarding a Professional Services Contract to Citta, Holzapfel & Zabarsky as Labor Relations Consultant to negotiate Collective Bargaining Agreements on behalf of the Board of Commissioners and to act as an Administrative Hearing Officer, for the period of 1/1/2024 through 12/31/2024, in an amount not to exceed \$50,000.00, contingent upon adoption of the 2024 County Temporary Budget and 2024 County Budget. (QP2023-137)

<b>Official Resolution#</b>		<b>2023001883</b>					
Meeting Date		12/20/2023					
Introduced Date		12/20/2023					
Adopted Date		12/20/2023					
Agenda Item		k-5					
CAF #							
Purchase Req. #		QP2023-137					
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**

**December 20, 2023**

**WHEREAS**, there exists a need to provide the Employee Relations Department with a Labor Relations Consultant; and

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

**WHEREAS**, five (5) proposals were received and reviewed by Ocean County Employee Relations and the Consultant Selection Review Committee in accordance with the criteria approved by the Ocean County Board of Commissioners for the evaluation of the same; and

**WHEREAS**, the Ocean County Department of Employee Relations and Consultant Selection Review Committee have recommended an award to Citta, Holzapfel & Zabarsky to provide such services on the basis of the quality of their proposal for the 2024 calendar year; and

**WHEREAS**, partial funds for these services will be made available upon the adoption of the 2024 Temporary County Budget with the balance to be available contingent upon adoption of the 2024 County Budget and funding shall be made from account #016-045-4018 and shall not exceed \$50,000.00; and

**WHEREAS**, this agreement 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.

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

1. The Director and Clerk of the Board are hereby authorized and directed to execute an Agreement with Citta, Holzapfel & Zabarsky, 248 Washington Street, Toms River, New Jersey 08753 for the above mentioned services for the 2024 calendar year.
2. This Agreement is awarded in accordance with N.J.S.A. 40A:11-5 of the Local Public Contracts Law.
3. The contract number shall be placed on all papers, documents, invoices and vouchers pertaining to this Agreement.
4. Certified copies of this Resolution, together with a copy of the Agreement executed by the parties, shall remain on file and be available for public inspection at the office of the Clerk of the Board of Commissioners.
5. A notice of this action shall be published once as required by law.

Certified copies of this Resolution shall be made available to: County Counsel, County Auditor, County Comptroller, Purchasing Department, Department of Employee Relations, and Citta, Holzapfel & Zabarsky.