



## Ocean County Board of Commissioners

OFFICE OF THE  
OCEAN COUNTY COMMISSIONERS

Director Barbara Jo Crea  
Deputy Director Gary Quinn  
Commissioner Virginia E. Haines  
Commissioner John P. Kelly  
Commissioner Frank Sadeghi

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

### Board Meeting Agenda

Date: December 18, 2024 - 4:00 PM  
Location: Administration Building  
Room 119  
101 Hooper Avenue  
Toms River, NJ 08754

Agenda: Awarding a Professional Services Contract with Holman, Frenia and Allison, P.C. to provide Auditing Services for the Department of Senior Services and Office of the Fire Marshal, for the period of 1/1/2025 through 12/31/2025, in an amount not to exceed \$41,500.00, contingent upon adoption of the 2025 Temporary County Budget and 2025 County Budget. (QP2024-152)

<b>Official Resolution#</b>		<b>2024002000</b>					
Meeting Date		12/18/2024					
Introduced Date		12/18/2024					
Adopted Date		12/18/2024					
Agenda Item		j-11					
CAF #							
Purchase Req. #		QP2024-152					
Result		Adopted					
COUNTY COMMISSIONER	PRES.	ABS.	MOVE	SEC	AYE	NAY	ABST.
Crea	<				<		
Quinn	<			<	<		
Haines	<		<		<		
Kelly	<				<		
Sadeghi	<				<		

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 18, 2024

**WHEREAS**, there exists a need for the services to 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 Commissioners for the evaluations 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 and Allison, P.C. for one (1) year effective January 1, 2025; 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 special audit for the Ocean County Department of Senior Services, funding for these services in the amount of \$26,500.00 have been made available in Account No. 016-215-5058-6600, contingent upon the adoption of the 2025 temporary County Budget and 2025 County Budget; and

**WHEREAS**, for the agreed upon procedures engagement for the Ocean County Department of Fire Marshal, funding for these services in the amount of \$15,000.00 have been made available in Account No. 9999-211-117-0057; and

**NOW, THEREFORE, BE IT RESOLVED, BY THE OCEAN COUNTY BOARD OF COMMISSIONERS, 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 and Allison, P.C., 101 Hooper Avenue, PO Box 2191, Toms River, New Jersey 08754-2191, for the Ocean County Department of Senior Services and Ocean County Department of Fire Marshal for one (1) year effective January 1, 2025.
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 Commissioners, Ocean County Administration Building, Hooper Avenue, Toms River, New Jersey.

3. The 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 the licensed accountants and constitute professional services as defined herein.
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, County Counsel, Holman, Frenia and Allison, P.C., Ocean County Office of Senior Services, and the Office of the Fire Marshal.