



## Ocean County Board of Commissioners

OFFICE OF THE  
OCEAN COUNTY COMMISSIONERS

Director John P. Kelly  
Deputy Director Frank Sadeghi  
Commissioner Robert S. Arace  
Commissioner Jennifer Bacchione  
Commissioner Virginia E. Haines

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

### Board Meeting Agenda

Date: February 5, 2025 - 4:00 PM  
Location: Administration Building  
Room 119  
101 Hooper Avenue  
Toms River, NJ 08754

Agenda: Awarding a Competitive Contract to St. Francis Community Center, LBICC, Inc. to provide Short-Term Basic Skills Services for the OC Local Workforce Area, for the period of 2/1/2025 through 6/30/2026, in the amount of \$260,880.00. (CC2025-33)

<b>Official Resolution#</b>	<b>2025000161</b>						
Meeting Date	02/05/2025						
Introduced Date	02/05/2025						
Adopted Date	02/05/2025						
Agenda Item	k-4						
CAF #							
Purchase Req. #	CC2025-33						
Result	Adopted						
<b>COUNTY COMMISSIONER</b>	<b>PRES.</b>	<b>ABS.</b>	<b>MOVE</b>	<b>SEC</b>	<b>AYE</b>	<b>NAY</b>	<b>ABST.</b>
Kelly	<				<		
Sadeghi	<			<	<		
Arace	<				<		
Bacchione	<				<		
Haines	<		<		<		

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*

---

Clerk Of The Board

**RESOLUTION**

**February 5, 2025**

**WHEREAS**, there exists a need to provide Short-Term Basic Skills Services for the Ocean County Local Workforce Area; and

**WHEREAS**, on June 5, 2024, the Board of Commissioners adopted a resolution authorizing the use of competitive contracting for the procurement of Short-Term Basic Skills Services; and

**WHEREAS**, Competitive Contracting Procedures have been followed in accordance with N.J.S.A. 40A:11-4.3 for the services listed above; and

**WHEREAS**, the Ocean County Department of Human Services has received and reviewed proposals for the services listed above and recommends that an Agreement be awarded to **St. Francis Community Center, LBICC, Inc.**, 4700 Long Beach Blvd, Long Beach Twp., New Jersey 08008 to provide such services, for February 1, 2025 through June 30, 2026; and

**WHEREAS**, funds totaling \$260,880.00 will be appropriated for these services as follows:

Service	Fund	Account	Amount
Short-Term Basic Skills	Adult Literacy Innovations FY25	017-818-6549	\$260,880.00
		<b>Total:</b>	<b>\$260,880.00</b>

**WHEREAS**, the parties acknowledge that the Agreement is conditioned upon and subject to the approval and the certification of funding from the New Jersey Department of Labor and Workforce Development for the funding of this contract.

**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 to enter into and execute an Agreement with St. Francis Community Center, LBICC., to provide Short-Term Basic Skills services, contingent upon the availability of said funds.
- 2) The contract number CC2025-33 must be placed on all papers, documents, invoices and vouchers pertaining to this Agreement.
- 3) The Director and the Clerk of the Board are hereby authorized and directed to execute any necessary subsequent related documents.
- 4) A certified copy 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.

**BE IT FURTHER RESOLVED**, a notice of this action shall be published once in the official newspaper of the County, as required by law.

**BE IT FURTHER RESOLVED**, that certified copies of this Resolution shall be made available to Ocean County Counsel, Auditor, Department of Human Services, and St. Francis Community Center, LBICC.