

TOWNSHIP OF NEPTUNE

RESOLUTION 26-013

APPOINTMENT OF A CONSULTANT FOR COMPUTER AIDED DRAFTING AND DESIGN SERVICES

WHEREAS, the Township of Neptune determined it is necessary to solicit proposals of qualifications for professional services for CADD Services Consultant under a “Fair and Open Process” pursuant to the provisions of N.J.S.A. 19:44-20.4 et seq.; and

WHEREAS, the Township of Neptune determined and certified that the value of the services to be rendered will exceed \$17,500.00; and

WHEREAS, the anticipated term of said contract is for a period of one year and shall run from January 1, 2026, through December 31, 2026; and

WHEREAS, the Township of Neptune provided the necessary Public Notice for the solicitation of qualifications for professional services under the Fair and Open Process for a minimum period of ten (10) days; and

WHEREAS, the sealed qualifications, due on December 1, 2025, were submitted to the Township Clerk of the Township of Neptune, 25 Neptune Blvd., Neptune, New Jersey; and

WHEREAS, Adams, Rehmann and Heggan Associates, Inc., 215 Bellevue Ave., Hammonton, NJ submitted a proposal for Professional Services as CADD Services Consultant.

NOW THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the Township Committee of the Township of Neptune that:

- 1) Adams, Rehmann and Heggan Associates, Inc., 215 Bellevue Ave., Hammonton, NJ is appointed the CADD Services Consultant for the 2026 calendar year.
- 2) The Mayor and Township Clerk are authorized to enter into a contract Adams, Rehmann and Heggan Associates, Inc. for the position of CADD Services Consultant in the Township of Neptune for the calendar year of 2026 pursuant to the “Fair and Open Process” which has been implemented under the “New Jersey Local Unit Pay-to Play” Law under P.L. 2004, Chapter 19 (as amended by P.L. 2005, c.51) N.J.S.A. 19:44A-20.4 et seq.

BE IT FURTHER RESOLVED that the Chief Financial Officer of the Township has certified the availability of funds in an amount not to exceed \$10,000.00 for the CADD Services Consultant which is based on a reasonable estimate of the goods and services required over the contract terms, and the local unit is not obligated to spend that amount.

CERTIFICATION OF FUNDS

I, Nicole Schnurr, Acting Chief Financial Officer of the Township of Neptune, do hereby certify to the Township Committee of the Township of Neptune that funds are available for the personnel appointments detailed above.

Account Name		Account Number
Engineering Services OE		01-201-20-165-020

Nicole Schnurr, Acting Chief Financial Officer

Date

CERTIFICATION

I, William Bray, Township Clerk of the Township of Neptune hereby certify that the foregoing is a true copy of a resolution duly adopted by the Township Committee of the Township of Neptune, Monmouth County, State of New Jersey at a meeting held on January 1, 2026.

William Bray, RMC, CMR
Township Clerk