

TOWNSHIP OF NEPTUNE

RESOLUTION 26-058

APPROVE POLICY FOR SELECTING PROFESSIONAL SERVICES FROM THE ENGINEERING POOL LIST

WHEREAS, Neptune Township maintains an Engineering Pool List of engineers who are chosen for professional services when needed, and in accordance with the Public Contract Law, and based on their listing on the Engineering Pool List and expertise in the area needed by Neptune Township; and,

WHEREAS, any engineer on the Engineering Pool List, which is selected for professional services on behalf of Neptune Township cannot serve or be retained by private clients in Neptune Township on services that require the attention or review of Municipal Officials, Agencies or Boards, since such dual representation of both Neptune Township and private clients would serve as a conflict of interest; and,

WHEREAS, Neptune Township desires to establish a policy to address potential and actual conflicts of interest with regard to the Request for Professional Services in the area of engineering, which is the basis of this Resolution; and,

THEREFORE, BE IT RESOLVED, by Township Committee of the Township of Neptune, that the governing body shall continue to maintain through the Engineering Department of Neptune Township, an Engineering Pool List of qualified engineers to be used for various engineering projects sponsored by Neptune Township, but in furtherance of the policy to avoid conflicts of interest, shall require any engineer on the Engineering Pool List who is selected for services to execute a Certification concerning conflict of interest certifying that the particular engineer/engineering firm, while providing services under any contract with Neptune Township for Neptune Township, shall not be representing private clients in Neptune Township at the same time, where such representation of private clients would require action or review by Neptune Township Municipal Officials, Agencies or Boards in fulfilling the engineer's obligations for a private client; and,

BE IT FURTHER RESOLVED, that should an engineer have a conflict, it shall not be selected by Neptune Township on a municipal project while the conflict exists, and should the conflict be discovered by Neptune Township and confirmed after an engineer on the Engineering Pool List certifies that no conflict exists, then that engineer/firm shall be removed from the Engineering Pool List, and not be returned to the Engineering Pool List for a period of at least three years, with further certification of lack of conflict of interest at the time of future placement on the Engineering Pool List.

BE IT FURTHER RESOLVED, that the Municipal Engineer shall provide a monthly report to the governing body as to the selection of engineers for services by the Municipal Engineering Department, and the basis for such selection from the Engineering Pool List.

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