

County of Passaic

Board of County Commissioners



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County Counsel
Louis E. Imhof
Clerk Of The Board

Date: Mar 24, 2026 - 5:30 PM

Agenda: RESOLUTION RETAINING CLEARY GIACOBBE ALFIERI JACOBS, LLC TO CONDUCT INTERNAL EMPLOYEE INVESTIGATIONS IN CALENDAR YEAR 2026, PURSUANT TO N.J.S.A. 40A:11-5 AND RFQ-26-036

THIS RESOLUTION WAS REQUESTED BY:
COUNTY COUNSEL

REVIEWED BY:

Matthew P. Jordan, Esq.
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.
COUNTY COUNSEL

Official Resolution#	
Meeting Date	3/24/2026
Introduced Date	3/17/2026
Adopted Date	
Agenda Item	3.
CAF#	T-19-56-850-000-801
Purchase Req. #	
Result	

Administration and Finance
COMMITTEE NAME

RESOLUTION RETAINING CLEARY GIACOBBE ALFIERI JACOBS, LLC TO CONDUCT INTERNAL EMPLOYEE INVESTIGATIONS IN CALENDAR YEAR 2026, PURSUANT TO N.J.S.A. 40A:11-5 AND RFQ-26-036

WHEREAS, the County of Passaic (“County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

WHEREAS, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic (“Board”) is vested with managing the property, finances and affairs of the County; and

WHEREAS, the County requires qualified law firms to conduct internal employee investigations on an as-needed basis during calendar year 2026; and

WHEREAS, pursuant to N.J.S.A. 40A:11-5, et seq., on September 2, 2025, the Passaic County Purchasing Agent issued RFQ-26-036, Outside Labor Counsel, Workplace Investigations, and Employment Training (“RFQ-26-036”), seeking qualifications for a pool of outside labor counsel for calendar year 2026, to be hired on an as-needed basis and as recommended by the Passaic County Counsel; and

WHEREAS, on October 28, 2025, the Board passed Resolution No. R-25-995, qualifying a pool of outside labor counsel for calendar year 2026 to be hired on an as-needed basis and as recommended by the Passaic County Counsel, which included Cleary Giacobbe Alfieri Jacobs, LLC; and

WHEREAS, the Passaic County Counsel is recommending to retain Cleary Giacobbe Alfieri Jacobs, LLC to conduct internal employee investigations in calendar year 2026, for an amount not to exceed seventy-five thousand dollars (\$75,000.00); and

WHEREAS, pursuant to N.J.S.A. 52:32-60.1, et seq., Cleary Giacobbe Alfieri Jacobs, LLC executed the Non-Involvement in Prohibited Activities in Russia or Belarus Certification, attached hereto and made part of this Resolution, certifying the law firm is not involved in prohibited activities in Russia and Belarus, and the County confirmed Cleary Giacobbe Alfieri Jacobs, LLC is not identified on the Specially Designated Nationals and Blocked Persons list created by the Office of Foreign Assets Control; and

WHEREAS, funds are available in Account No. T-19-56-850-000-801, or any account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2026 and/or subsequent County budget(s), which is attached hereto and made part of this Resolution; and

WHEREAS, this matter was presented for the March 11, 2025, Administration and Finance Committee meeting, and is being recommended to the Board for approval.

NOW, THEREFORE, LET IT BE RESOLVED, pursuant to N.J.S.A. 40A:11-5(1)(a)(i), the Board of County Commissioners of the County of Passaic retains Cleary Giacobbe Alfieri Jacobs, LLC to conduct internal employee investigations, as needed during calendar year 2026 and as recommended by the Passaic County Counsel, in an amount not to exceed seventy-five thousand dollars (\$75,000.00), in accordance with the terms and conditions set forth in RFQ-26-036 and the firm’s response thereto.

LET IT BE FURTHER RESOLVED, the Clerk to the Board shall publish on the Public Notices page of the County’s website, a brief notice stating the nature, duration, service, and amount of the contract to Cleary Giacobbe Alfieri Jacobs, LLC, and maintain a copy of this Resolution on file and available for public inspection in the Office of the Clerk to the Board.

LET IT BE FURTHER RESOLVED, that the Clerk to the Board, County Counsel, and Director of the Board are authorized to take any action necessary to carry out the purpose of this Resolution.

