

**RESOLUTION #10-0706-04**

**Approve Policy on Selection, Award, and Administration of Contracts**

**Whereas**, a new Liberty Township Selection, Award, and Administration of Contracts Policy has been drafted and is recommended for cost savings, and

**Whereas**, staff is requesting that the Board of Trustees accept and approve the attached Select, Award, and Administration of Contracts Policy,

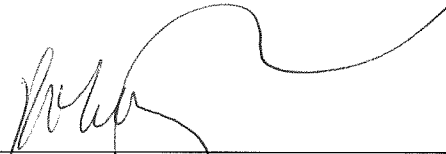
**NOW, THEREFORE, BE IT RESOLVED**, that the Liberty Township Board of Trustees of Delaware County, Ohio, accept and approve the attached Selection, Award, and Administration of Contracts Policy.

This Resolution shall be in force and become effective immediately upon its execution.

Motion made by Sybert and seconded by Mann.

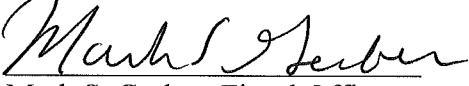
**Vote:** NP Ms. Carducci yes Mr. Mann yes Mr. Sybert

7-6-10  
Date

  
Robert Mann, Trustee

  
Curtis J. Sybert, Trustee

CERTIFIED BY:

  
Mark S. Gerber, Fiscal Officer

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Mary Carducci, Trustee

## **Standards of Conduct for the Selection, Award and Administration of Contracts**

Liberty Township has adopted and shall maintain this written code of standards of conduct governing the performance in the selection, award and administration of contracts. No employee, officer, agent, immediate family member, or Board member of the Liberty Township shall participate in the selection, award, or administration of a contract supported by federal or state funds if a conflict of interest, real or apparent, would be involved.

Such a conflict would arise when any of the following has a financial or other interest in the firm selected for award:

- (1) The employee, officer, agent, or Board member,
- (2) Any member of his/her immediate family,
- (3) His or her partner, or
- (4) An organization that employs, or is about to employ, any of the above.

The Liberty Township officers, employees, agents, or Board members will neither solicit nor accept gifts, gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to sub-agreements. Liberty Township follows the State of Ohio Ethics Commission in the conduct of business and the established or implied standards when the financial interest is not substantial or the gift is an unsolicited item of nominal intrinsic value. To the extent permitted by state or local law or regulations, such standards of conduct will provide for penalties, sanctions, or other disciplinary action for violation of such standards by Liberty Township officers, employees, or agents, or by contractors or their agents.