

RESOLUTION OF THE CITY OF GLOUCESTER CITY
County of Camden, State of New Jersey
#R 017 - 2019

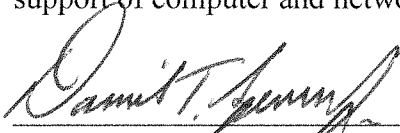
**RESOLUTION AWARDING A CONTRACT TO MUNICIPAL SOFTWARE, INC. FOR
EXTRAORDINARY UNSPECIFIABLE SERVICES**

WHEREAS, the City of Gloucester City is desirous of entering into an agreement for annual maintenance and support of computer and networking; and

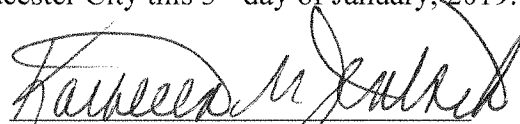
WHEREAS, the City of Gloucester City has complied with N.J.S.A. 40A:11-5(1)(a)(ii), regarding extraordinary unspecifiable services, a copy of the Certificate being attached hereto; and

WHEREAS, funds are available for this project as evidenced by the attached Certificate of Availability of Funds; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of Gloucester City, New Jersey, that the City of Gloucester City be and it hereby is authorized to enter into an agreement with Municipal Software, Inc. for the provision of maintenance and support of computer and network for one year for an amount not to exceed \$17,762.00.


Daniel T. Spencer Jr., Mayor

Passed by the Mayor and Common Council of Gloucester City this 3rd day of January, 2019.


Kathleen M. Jentsch, City Clerk

OFFICE OF THE
CHIEF FINANCIAL OFFICER
City of Gloucester City



Municipal Building
512 Monmouth Street
Gloucester City, N.J. 08030
(856) 456-3970
FAX 456-1760

CERTIFICATION OF
AVAILABILITY OF FUNDS

Date: January 3, 2019

As required by N.J.S.A. 40A:4-57, N.J.A.C. 5:30-14.5, and any other applicable requirement, I have ascertained that there are available sufficient uncommitted appropriations in the CURRENT FUND and in the WATER AND SEWER UTILITY OPERATING FUND to authorize a contract with Municipal Software, Inc. for the Annual Maintenance and support of Computers and Networking for the period January 1, 2019 to December 31, 2019. The amount of the contract is \$17,762.00. Funds are therefore being made available and certified against the following appropriations:

Current Fund:

Various Departments

Other Expenses -

Purchase, Repair, Maintenance
Of Office Equipment

Account Nos. 9-01-XXX-515

\$8,889.24

Water and Sewer Utility Operating Fund:

Water Department:

Operating - Other Expenses

Purchase, Repair, Maintenance
Of Office Equipment

Account No. 9-02-100-515

4,843.23

Sewer Department

Operating - Other Expenses

Purchase, Repair, Maintenance
Of Office Equipment

Account No. 9-03-100-549

4,029.53

Total

\$17,262.00

Date of Award of Contract: January 3, 2019

Amount Certified: \$17,262.00

Frank J. Robertson

Frank J. Robertson
Chief Financial Officer

C: Kathleen M. Jentsch, City Clerk
Jack Lipsett, City Administrator

DECLARATION FOR AN EXTRAORDINARY UNSPECIFIABLE SERVICE

TO: Mayor and Council
FROM: Vanessa Parent, Assistant City Clerk
DATE: January 3, 2019
SUBJECT: Contract for Provision of Maintenance and Computer Support/Networking

This is to request your approval of a resolution authorizing a contract to be executed as follows:

Firm: Municipal Software, Inc.
Cost: \$17,762.00
Duration: January 1, 2019 to December 31, 2019.
Purpose: To provide maintenance and support of computers

This contract is being awarded without the receipt of formal bids as an Extraordinary Unspecifiable Service [N.J.S.A. 40A:11-5(1)(a)(ii) and N.J.A.C. 5:34-2.3(b)]. I do hereby certify to the following:

- 1. Provide a clear description of the nature of the work to be done.**
Municipal Software, Inc. will provide maintenance and support of computers.
- 2. Describe in detail why the contract meets the provisions of the statute and rules.**
Quotations were not solicited as the nature of the service is specific to capabilities in the field of having the means, equipment, and experience necessary for this service.. The prospective contractor has specialized characteristics and experience in the field required.
- 3. The service(s) is of such a specialized and qualitative nature that the performance of the service(s) cannot be reasonably described by written specifications because:**
The services do not lend themselves to written specifications, as they are more qualitative in nature than quantitative. The ability to provide appropriate service is more of a determinant of the contract suitability than price. It will be in the best interest of the City to award this contract to Municipal Software, Inc. in amount of \$17,762.00 for a one year period from January 1, 2019 through December 31, 2019.
- 4. Describe the solicitation of quotes.**
Quotes were not solicited from alternate firms because of the expertise exhibited by this firm in the past.
- 5. I have reviewed the rules of the Division of Local Government Services pursuant to N.J.A.C. 5:34-2.1 et seq. and certify that the proposed contract may be considered an extraordinary unspecifiable service in accordance with the requirements thereof.**

Respectfully,

Vanessa L. Parent
Assistant City Clerk