



Resolution No. 2020 – 292

Date Adopted

Committee

September 2, 2020

Administrative

RESOLUTION AWARDING A CONTRACT FOR A CONSULTANT TO MANAGE AND OPERATE THE INFORMATION TECHNOLOGY PLATFORM FOR THE COUNTY OF SALEM

WHEREAS, the Salem County Purchasing Agent as authorized Contracting Agent for the Board of Chosen Freeholders of the County of Salem requested, received, and opened sealed proposals on June 12, 2020 at 11:00 A.M. prevailing time for Proposals for a Consultant to Manage and Operate the Information Technology Platform for the County of Salem; the receipt of which proposals was duly advertised in accordance with the law and in such case made and provided; and

WHEREAS, pursuant to N.J. S. A 40A:1-4.1b(3) the County of Salem may use competitive contracting in lieu of public bidding for procumbent of operation, maintenance or administration of data processing services, the price of which will exceed the bid threshold of \$44,000; and

WHEREAS, all proposal results and recommendations for contract award are on file in the Office of the Purchasing Agent, 110 Fifth Street, Salem; New Jersey, as required by law; and

WHEREAS, the Salem County compiled a six member proposal evaluation team that has unanimously determined that the company of Unlimited Office Solutions, LLC dba Green Technology Services, substantially met the necessary qualifications for the fulfillment of this contract and most successfully meets the stated criteria and therefor achieving the highest ranking and has further provided the documentation necessary to successfully fulfill the requirements of the County of Salem, and further has provided the documentation necessary to successfully fulfill the requirements of the County of Salem with said documents becoming part of the contract; and

WHEREAS, The Salem County Treasurer has certified that the funding for this contract shall be encumbered in accordance with N.J.A.C. 5:30-5.4 in 0-01-20-140-122-218 Information Technology /Misc. and continuation of this contract into subsequent years shall further be contingent upon availability and appropriation of sufficient funds for this purpose in the County's temporary and/or permanent budgets for each respective and subsequent year of this contract in accordance with N.J.A. C 5:30-5.5; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Chosen Freeholders of the County of Salem as follows:

1. The Board of Chosen Freeholders of the County of Salem hereby awards a contract for a Consultant to Manage and Operate the Information Technology Platform for the County of Salem subject to the review of the County Solicitor and appropriate background checks and security clearances, to Unlimited Office Solutions, LLC dba Green Technology Services The cost of which shall not exceed \$ 734,744.52 (Seven hundred thirty four thousand seven hundred forty four dollars and fifty two cents) per year.

2. This twenty-four month contract shall commence on October 1, 2020 and terminate on September 30, 2022 with three (3)- one (1) year renewal options available with mutual consent of both parties, upon issuance of the Purchase Order and completion of background checks and security clearance, and shall be completed in full accordance with the terms and conditions of the contract.
3. The Freeholder Director and the Clerk of the Board shall be authorized to execute said contract upon compliance by the firm with all requirements and specifications.

 BENJAMIN H. LAURY, Freeholder Director
 Board of Chosen Freeholders

I hereby certify the foregoing to be a true resolution adopted by the Board of Chosen Freeholders of the County of Salem on September 2, 2020.

 STACY L. PENNINGTON
 Clerk of the Board

RECORD OF VOTE

FREEHOLDER	RESOLUTION MOVED	RESOLUTION SECOND	AYE	NAY	ABSTAIN	ABSENT
G. Ostrum, Jr.	✓		✓			
C. Hassler			✓			
L. Ware			✓			
R.S. Griscom		✓	✓			
B. Laury			✓			

✓ Indicates Vote

Department Initials Purchasing



CERTIFICATION OF AVAILABILITY OF FUNDS

NOTE TO COUNTY DEPARTMENTS: This form is to be prepared by each department entering into a contract with a vendor when a resolution is required to be adopted by the Board of Chosen Freeholders of the County of Salem.

This form must accompany the resolution, and must be submitted with the resolution to the Finance Officer for approval by the Finance Officer at least one week prior to the Freeholder meeting at which it will be presented for adoption.

The contract/agreement between the County and the vendor shall be further contingent upon availability and appropriation of sufficient funds for this purpose in the County's Temporary and Permanent Budget. *If grant funds are utilized, this contract/agreement is further contingent upon the grants funds availability during the appropriate grant period.*

I, **Kelly A. Hannigan**, Treasurer of the County of Salem, hereby certify in accordance with **Section 5:34-5 of the Local Public Contracts Guidelines and Local Public Contracts Regulations** that adequate funds for the contract listed below are available.

I further certify that the funds are contained in the **OFFICIAL BUDGET** of the County of Salem under the item listed below.

AMOUNT: \$211,262.79
ACCOUNT NAME: Information Technology - Misc
ACCOUNT #: 0-01-20-140-122-218
FOR: Information Technology Consultant
DATE: 9/2/2020
VENDOR: Unlimited Office Solutions, LLC dba Green Technology Services



Kelly A. Hannigan, Treasurer