

R-20-055

TOWNSHIP OF MONTCLAIR

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT TO SHI INTERNATIONAL CORPORATION UNDER STATE CONTRACT NUMBER ITS58 AND SUBCONTRACT NUMBER 89851. FOR THE RENEWAL OF THE MICROSOFT OFFICE 365 EA FOR THE TOWNSHIP'S MICROSOFT OFFICE SOFTWARE SUITE FOR A PERIOD OF THREE YEARS

March 24, 2020

WHEREAS, on March 28, 2017, the Township Council adopted Resolution R-17-112 authorizing the award of a contract to SHI International Corporation (“SHI”) for the purchase of a Microsoft Office 365 Solution under State Contract 89851 for a period commencing May 1, 2017 and ending on April 30, 2020; and

WHEREAS, the renewal of the Microsoft Office 365 support service plan provides direct access 24 hours a day, 365 days a year to specialized experts in the Microsoft Support; extensive self-help support through Microsoft's online knowledge base, communities, resources, and tools which allows for the Office of Information Technology to efficiently handle all issues with the Township’s Microsoft Office software suite; and

WHEREAS, SHI International Corporation (“SHI”), an authorized dealer and software reseller for Microsoft Corporation. who has awarded a Software License and Related Services Contract M-0003 to SHI, 290 Davidson Avenue, Somerset, NJ 08837, under New Jersey State Contract Number ITS58 and Subcontract Number 89851 and submitted to the Chief Information Officer a price quote dated November 4, 2019 (Quote # 17994028) for the renewal of the Microsoft Office 365 EA for a period of three (“3”) years in an amount not to exceed \$77,491.97 per year for a total contract not to exceed amount of \$232,475.91; and

WHEREAS, funds for this purchase have been appropriated in the 2020 Information Technology operating budget, account number: 01-201-20-140-026, in an amount not to exceed \$77,491.97 per year subject to the adoption of the municipal budgets for years 2020 through and including year 2023; and

WHEREAS, pursuant to N.J.S.A. 40A:11-12, the Township may, by resolution and without advertising for bids, purchase goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, pursuant to N.J.A.C. 5:34-7.29(c), purchases under a State Cooperative Purchasing contract that are in excess of the contracting units bid threshold shall be made by resolution of the governing body; and

WHEREAS, the procurement of goods and services through the State of New Jersey Cooperative Purchasing Program is an open and fair process under the New Jersey Pay-To-Play

Law N.J.S.A. 19:44A-20.4 et seq.; now therefore

BE IT RESOLVED, by the Council of the Township of Montclair, in the County of Essex, that a contract be awarded to SHI, 290 Davidson Avenue, Somerset, NJ 08837 for the renewal of the Microsoft Office 365 Enterprise Agreement for a period of three years commencing on May 1, 2020 and ending on April 30, 2023 in an amount not to exceed \$77,491.97 per year for a total contract not to exceed amount of \$232,475.91; and

BE IT FURTHER RESOLVED, that pursuant to N.J.A.C 5:30-5.5(c), the continuation of the contract after the expenditure of funds encumbered in the 2020 fiscal year temporary budget shall be subject to the availability and appropriation of sufficient funds in the 2020 adopted budget and in the subsequent years' adopted budgets.