RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT THROUGH A FAIR AND OPEN PROCESS IN ACCORDANCE WITH N.J.S.A. 19:44A-20.5 ET SEQ. TO EDMUNDS & ASSOCIATES, INC., 301A TILTON ROAD, NORTHFIELD, NEW JERSEY TO PROVIDE CONTINUOUS APPLICATION SOFTWARE MAINTENANCE AND SUPPORT FOR CSJ/MCS32SBx/UAX SYSTEM UPGRADE FOR THE EDMUNDS & ASSOCIATES FINANCIAL PACKAGE FOR THE DEPARTMENT OF ADMINISTRATION, DIVISION OF INFORMATION TECHNOLOGY FOR THE PERIOD BEGINNING JANUARY 1, 2015 THROUGH DECEMBER 31, 2015 IN THE AMOUNT NOT TO EXCEED $22,260.00 – RFP 2014-43

WHEREAS, the City of Trenton has a need for continued application software maintenance and support for MCSJ/MCS32/SBx/UAX system upgrade for the Edmunds & Associates Financial Package for the Department of Administration, Division of Information Technology; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the value of the acquisition will exceed $17,500.00; and

WHEREAS, a notice for a request for proposals regarding the above was placed on the City website and the proposals were opened in the City Purchasing Office at 11:00AM on December 18, 2014; and

WHEREAS, Edmunds & Associates, Inc., 301A Tilton Road, Northfield, New Jersey, 08225 sent a proposal in the amount of $22,260.00; and

WHEREAS, the evaluation committee has recommended that the contract be awarded to Edmunds & Associates, Inc. for the period of January 1, 2015 through December 31, 2015; and

WHEREAS, funds in an amount not to exceed $22,260.00 have been certified to be available in Account number 5-01 - 25-2540-290

NOW, THEREFORE, IT IS RESOLVED, by the City Council of the City of Trenton, as follows:
RESOLUTION

1. The Purchasing Agent is hereby authorized to execute a Purchase Order in the amount of $22,260.00 to Edmunds & Associates, Inc. to provide continued application software maintenance and support for MCSJ/MCS32/SBx/UX System upgrade for the Edmunds & Associates Financial Package for the Department of Administration, Division of Information Technology.

2. The contract is awarded through a fair and open process in accordance with N.J.S.A. 19:44a-20.5 et seq.

<table>
<thead>
<tr>
<th></th>
<th>Aye</th>
<th>Nay</th>
<th>Abstain</th>
<th>Absent</th>
<th>Aye</th>
<th>Nay</th>
<th>Abstain</th>
<th>Absent</th>
<th>Aye</th>
<th>Nay</th>
<th>Abstain</th>
<th>Absent</th>
</tr>
</thead>
<tbody>
<tr>
<td>BETHEA</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CALDWELL</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>WILSON</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HARRISON</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HOLLY WARD</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MUSCHAL</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REYNOLDS JACKSON</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

This Resolution was adopted at a Meeting of the City Council of the City of Trenton on  FEB 1-9 2015

President of Council

City Clerk
PROFESSIONAL SERVICES CONTRACT
RFP # 2014-43
RESOLUTION #15-76

THIS CONTRACT, made this 19TH day of FEBRUARY 2014 by and between the City of Trenton, a municipal corporation of the State of New Jersey, ("City") and EDMUNDS & ASSOCIATES INCORPORATED, 301A TILTON ROAD, NORTHFIELD, NEW JERSEY 08825 ("CONTRACTOR").

WHEREAS, the City has need for PROFESSIONAL SERVICES to provide continued application software maintenance and support for CSJ/MC32 SBX/UAX System Upgrade for the Edmunds & Associates Financial Package for the City of Trenton, Department of Administration, division of Information Technology.

WHEREAS, Contractor agrees to perform Professional Services in terms and conditions as set forth hereinafter, and the City being agreeable thereto:

NOW THEREFORE, the parties mutually agree as follows:

PROFESSIONAL SERVICES: The City agrees to retain Edmunds & Associates, Inc., 301A Tilton Road, Northfield, NJ 08825 for the City of Trenton, Department of Administration, Division of Information Technology.

1. SCOPE OF SERVICES: The contractor warrants that the representations made by it regarding its ability and skill level to carry out these services are true. Contractor shall, in a good, professional and workmanlike manner, in conformity with the responsibilities, demands and ethics of their profession, perform all reasonable and necessary services as described as follows:

   • Client Support Services
   • Software Updates & New Products
   • Client Support Website Access
   • Client Services

2. DURATION OF THE CONTRACT: This contract shall remain in full force effective beginning January 1, 2015 through December 31, 2015.

3. COMPENSATION:

   (a) All work performed by Contractor according to the attached scope of services shall not exceed $22,260.00.
(b) Contractor shall submit monthly bills complete with appropriate support documentation to justify said billing;

(c) In no event during the terms of this Contract, Contractor's billings shall hereunder exceed the amount set forth in Resolution No. 15-76, which is incorporated herein by reference. In the event Contractor anticipates exceeding the aforesaid contract amount, the Independent Contractor, shall give prior written notice to the City of Trenton, Department of Administration, Division of Information Technology.

4. **STATUS OF CONTRACTOR:** It is expressly understood by and between the parties hereto that the status of the Contractor retained to carry out the services set forth in this agreement is that of an Independent Contractor. It is further understood by and between the parties that is not intended nor shall it be construed, that the contractor is an agent, employee, or officer of the City of Trenton.

5. **NOTICES:** Any notices required to be delivered to either party pursuant to this Contract shall be in writing to their respective addresses. The parties shall be responsible for notifying each other of any change of address.

6. **INTEGRATION:** RFP2014-43 and this contract constitutes the entire agreement between the parties and any representation that may have been made prior to the execution of this Contract are nonbonding, void, and of no effect and neither party has relied on any such prior representations in entering into this Contract.

7. **ENFORCEABILITY:** If any term or condition of this Contract or its application to any party or circumstances shall be deemed invalid or unenforceable, the remainder of the Contract and its application to other parties and circumstances shall not be affected.

8. **GOVERNING LAW:** This Contract shall be governed by the laws of the State of New Jersey.

10. **MISCELLANEOUS PROVISIONS:**

    Contractor, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, sex, gender identity or expression,
affectional or sexual orientation, disability or nationality. Contractor will take affirmative action to ensure that such applicants are recruited and employed and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, sex, affectional, gender identity or expression, sexual orientation. Such action shall include, but is not limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause;

Contractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, sex, gender identity or expression, affectional or sexual orientation. Contractor, where applicable, agrees to comply with the regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time and the American with Disabilities Act.

Contractor, where applicable, agrees to attempt to schedule minority and female workers consistent with the applicable county employment goals prescribed by N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time or in accordance with a binding determination of the applicable county employment goals determined by the Affirmative Action Office pursuant to N.J.A.C. 17:27-5.2, amended and supplemented from time to time.

Contractor, where applicable, agrees to inform in writing appropriate recruitment agencies in the area, including employment agencies, placement bureaus, colleges, universities, labor unions that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, sex, gender identity or expression, affectional, sexual orientation, disability or nationality and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.
Contractor, where applicable, agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are take without regard to age, race, creed, color, national origin, ancestry, marital status, sex, gender identity or expression, affectional, sexual orientation, disability or nationality. Contractor will conform these employment goals consistent with statutes and court decisions of the State of New Jersey, and applicable Federal law and Federal court decisions.

Contractor, where applicable, shall furnish such reports or other documents to the Affirmative Action Office as may be requested by the office from time to time in order to carry out the purposes of these regulations. Contractor shall furnish such information as may be requested by the Affirmative Action Office for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code (N.J.A.C. 17:27).

Contractor, shall submit along with the signed contract one of the following as evidence of compliance with N.J.A.C. 17-27:

1. Appropriate evidence that the Independent contractor is operating under an existing Federally approved or sanctioned affirmative action program.


3. An initial employee information report (Form AA#302) provided by the Affirmative Action Office and completed by the contractor in accordance with N.J.A.C. 17:27-4.
Edmunds & Associates, Inc.,
301A Tilton Road
Northfield, NJ 08825

Seal

Attest: [Signature]

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year above written.

ATTEST:

RICHARD M. KACHMAR
CITY CLERK

CITY OF TRENTON

ERIC E. JACKSON
MAYOR