



City of Newark

City Hall
920 Broad Street
Newark, New Jersey 07102

Legislation Text

File #: 16-0465, Version: 1

Dept/ Agency: Pubic Safety/Division of Police

Action: () Ratifying (X) Authorizing () Amending

Type of Service: Authorizing award of contract

Purpose: To provide the Public Safety Department, Police Division, with a Software Document Management System for its Rules & Regulations, General Orders and Policies & Procedures

Entity Name: PowerDMS, Inc.

Entity Address: 101 South Garland Avenue, Suite 300, Orlando, Florida 32801

Contract Amount: Amount not to exceed \$50,200.00 for the first year of the contract, and \$25,800.00 annually, for second through fifth years of contract.

Funding Source: 2017 Budget/Division of Police

Contract Period: Five (5) years, commencing on the date the Newark Police Division provides vendor with formal Notice to Proceed.

Contract Basis: () Bid () State Vendor () Prof. Ser. () EUS

(X) Fair & Open () No Reportable Contributions (X) RFP () RFQ

() Private Sale () Grant () Sub-recipient () N/A

Additional Information:

Vendor selected through competitive contracting process, with permission of the Division of Local Government Services (DCA Waiver attached) and the Municipal Council by Resolution 7R11-a adopted on 070914 (copy attached).

WHEREAS, the Newark Department of Public Safety, Police Division ("Police Division") is in need of a Software Document Management System for its Rules & Regulations, General Orders and Policies & Procedures; and

WHEREAS, N.J.S.A. 40A:11-4.1(a) provides for the use of competitive contracting for the procurement of specialized goods and services for the purchase or licensing of proprietary computer software designed for contracting unit purposes, which may include hardware intended for use with the proprietary software; and

WHEREAS, pursuant to N.J.S.A. 40A:11-4.3(a), the Newark Municipal Council did, by Resolution 7R11-a, adopted on July 9, 2014 (a copy of which is attached hereto and made a part hereof), authorized the use of competitive contracting to procure for the Police Division a Software Document Management System for its Rules & Regulations, General Orders and Policies & Procedures; and

WHEREAS, on March 2, 2016, the Police Division issued a Request for Proposal ("RFP") (a copy of which is attached hereto and made a part hereof) for a Software Document Management System for its Rules & Regulations, General Orders and Policies & Procedures; and

WHEREAS, in response to the RFP's advertisement, bid packets were distributed to five (5) prospective vendors; and

WHEREAS, the Police Division received one (1) bid proposal by the April 1, 2016 deadline, said proposal having been submitted by PowerDMS, Inc., 101 South Garland Avenue, Suite 300, Orlando, Florida 32801 (hereinafter referred to as "PowerDMS"); and

WHEREAS, PowerDMS was the only responsive and responsible bidder, and has a proven track-record for providing document management systems for law enforcement agencies and for providing the associated support and training necessary; and

WHEREAS, the Public Safety Director believes it is in the best interests of the City of Newark, its residents, and the Police Division, to award the contract to PowerDMS; and

WHEREAS, the Public Safety Director recommends that the Newark Municipal Council authorize the Police Division to execute a contract with PowerDMS, Inc., 101 S. Garland Avenue, Suite 300, Orlando, Florida 32801, for the procurement of a Software Document Management System to manage the Newark Police Division's Rules & Regulations, General Orders and Policies & Procedures, with a contract term of five (5) years, in an amount not to exceed Fifty Thousand, Two Hundred Dollars and Zero Cents (\$50,200.00) for the first year of the contract, and Twenty-Five Thousand, Eight Hundred Dollars and Zero Cents (\$25,800.00) annually for the second through fifth years of the contract; and

WHEREAS, the contract is being awarded under a Fair and Open Process pursuant to the State Pay-to-Play Law N.J.S.A. 19:44A-20.5; and

WHEREAS, the Municipal Council adopted the Contractor Pay-to-Play Reform Ordinance, 6SPSF-a, August 1, 2012, which forbids the award of a contract to a business entity, as defined therein, which has made or solicited political contributions to Newark Municipal Candidates, office holders having ultimate responsibility for the award of a contract; candidate committees of the aforementioned candidates; and political or political party committees of the City of Newark or County of Essex; and continuing political committees or political action committees regularly engaged in the support of the City of Newark Municipal or County of Essex elections; and certain other political party or candidate committees, in excess of certain thresholds.

NOW, THEREFORE, BE IT RESOLVED BY THE MUNICIPAL COUNCIL OF THE CITY OF NEWARK, NEW JERSEY, THAT:

1. The Mayor and/or his designees, the Business Administrator and/or the Public Safety Director, are hereby authorized to execute a contract (in the form attached hereto) with PowerDMS, Inc., 101 S. Garland Avenue, Suite 300, Orlando, Florida 32801, for the procurement of a Software Document Management System to manage the Newark Police Division's Rules & Regulations, General Orders and Policies & Procedures, with a contract term of five (5) years, in an amount not to exceed Fifty Thousand, Two Hundred Dollars and Zero Cents (\$50,200.00) for the first year of the contract, and Twenty-Five Thousand, Eight Hundred Dollars and Zero Cents (\$25,800.00) annually, for the second through fifth years of the contract.
2. The contract's five (5) year term shall commence on the date the Newark Police Division provides PowerDMS with a formal notice to proceed.

3. There shall be no amendments or changes to this contract without the approval of the Newark Municipal Council by resolution.
4. There shall be no advance payments on this contract in accordance with N.J.S.A. 40A:5-16.
5. Attached hereto is a Certification of Funds in the amount of Fifty Thousand, Two Hundred Dollars and Zero Cents (\$50,200.00) as evidence of the availability and appropriation of sufficient funds for the City to meet its obligations for the first year of the contract. The funds expended against this contract shall come from Business Unit NW011, Dept. 190, Div./Proj. 1902, Activity A, Account #72220, Budget Ref. B2017.
6. The contract shall be subject to the availability and appropriation annually of sufficient funds as may be required for the City to meet its obligations under the contract, and the contract shall be subject to immediate termination in the absence thereof with no further obligation by the City.
7. This contract was procured and awarded under a Fair and Open Process pursuant to the State Pay-to-Play Law, N.J.S.A. 19:44A-20.5, the State Local Public Contracts law, N.J.S.A. 40A:11-4.1(a), and the law regarding the competitive contracting process, N.J.S.A. 40A:11-4.3(a).
8. A copy of the fully executed contract shall be filed in the Office of the City Clerk by the Newark Public Safety Director.

STATEMENT

This resolution authorizes the Mayor and/or his designees, the Business Administrator and/or the Public Safety Director, to execute a contract with PowerDMS, Inc., 101 S. Garland Avenue, Suite 300, Orlando, Florida 32801, for the procurement of a Software Document Management System to manage the Department of Public Safety, Police Division's Rules & Regulations, General Orders and Policies & Procedures, with a contract term of five (5) years, in an amount not to exceed \$50,200.00 for the first year of the contract, and \$25,800.00 annually, for the second through fifth years of the contract.