

**A RESOLUTION OF THE TOWNSHIP OF NORTH BRUNSWICK  
AUTHORIZING THE AWARD OF CONTRACT BID22002  
TO IT NETWORK SOLUTIONS  
UNDER THE DEPARTMENT OF INFORMATION TECHNOLOGY FOR  
NETWORK INFRASTRUCTURE CONSULTING AND SUPPORT SERVICES**

**WHEREAS**, the Division of Information Technology is responsible for providing network support services to the municipality's technology infrastructure that includes: The Municipal Complex, the Senior Center, the Public Works facility, and the Parks Maintenance facility; and

**WHEREAS**, for the first time in 2016, a recommendation was made to have third party computer and network consulting services available to assist when needed in the support and/or maintenance of the infrastructure; and

**WHEREAS**, with the term of the contract ended, a recommendation is hereby made to the governing body to continue to have third party computer and network consulting services available to assist when needed in the support and/or maintenance of the infrastructure; and

**WHEREAS**, on December 6, 2021 the Township Council approved Resolution #335-12.21 authorizing advertisement for receipt of bids for Network Infrastructure Consulting and Support Services; and

**WHEREAS**, on March 18, 2022, the Clerk's office witnessed the receipt of one bid from IT Network Solutions (88 Haypress Road, Cranbury, New Jersey 08512) with a base bid of \$90,000.00; and

**WHEREAS**, the Evaluation Committee, designated to review proposals and make a recommendation, has completed the review process and included herein an Evaluation Report detailing their review and recommendation; and

**WHEREAS**, the Evaluation Committee hereby recommends to the governing body the award of contract BID22002 to IT Network Solutions (88 Haypress Road, Cranbury, New Jersey 08512) to provide Network Infrastructure Consulting and Support Services; and

**WHEREAS**, Township Attorney Ronald Gordon has reviewed the proposals submitted and determined the proposal submitted by IT Network Solutions to be responsive under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and any provisions of the revised statutes of the State of New Jersey; and

**WHEREAS**, IT Network Solutions shall be compensated for these services as outlined within their contract, as an open-ended contract, for an authorization not-to-exceed \$150,000.00 for general matters outlined in Category 1 (Hourly Services for Consulting/Labor), and Category 2 (Network Related Licensing), excluding capital projects which shall be certified against the related capital accounts; and

**WHEREAS**, IT Network Solutions shall be compensated for these services as outlined within their contract for an authorization not-to-exceed \$750,000.00 for matters outlined in Category 3 (Managed Services), excluding capital projects which shall be certified against the related capital accounts; and

**WHEREAS**, the Chief Financial Officer has certified that \$50,000.00 is available for general matters in account 2-01-20-140-000-135 for services ending June 30, 2022 and the balance of funds shall be certified upon the appropriation of funds in future budgets.

**NOW, THEREFORE, BE IT RESOLVED** on this 2<sup>nd</sup> day of May 2022, that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness an agreement with IT Network Solutions to provide Network Infrastructure Consulting and Support Services with a contract authorization not to exceed \$150,000.00 outlined in Category 1 (Hourly Services for Consulting/Labor), and Category 2 (Network Related Licensing) and a contract authorization not to exceed \$750,000.00 outlined in Category 3 (Managed Services), exclusive of capital projects, for a total contract authorization not-to-exceed \$900,000.00 and a five year contract term, May 1, 2022 – April 30, 2027.

**BE IT FURTHER RESOLVED** notice of this action shall be published in the Home News & Tribune as required by law within 10 (ten) days after its passage.

#### **CERTIFICATION**

I, Cavel Gallimore, Chief Financial Officer of the Township of North Brunswick certifies that \$50,000.00 is available for general matters in account 2-01-20-140-000-135 for services ending June 30, 2022 and the balance of funds shall be certified upon the appropriation of funds in future budgets under Contract BID22002.

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Cavel Gallimore  
Chief Financial Officer

\_\_\_\_\_  
Justine Progebin  
Business Administrator

\_\_\_\_\_  
Ronald Gordon, Esq.  
Township Attorney  
Approved as to legal form

**RECORDED VOTE:**

<b>COUNCIL MEMBER</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>NOTES</b>
MEHTA				
LOPEZ				
GUADAGNINO				
ANDREWS				
SOCIO				
DAVIS				
MAYOR WOMACK				

I hereby certify that the above Resolution was duly adopted by the Township Council of the Township of North Brunswick, County of Middlesex, at its meeting held on May 2, 2022.

\_\_\_\_\_  
Lisa Russo  
Township Clerk

**RECEIPT OF BIDS**

March 18, 2022

Results from the receipt of bids on Friday March 18, 2022, at 11:00 a.m., Municipal Complex, 710 Hermann Road, North Brunswick, NJ.

Present: Justine Progebin, Business Administrator/Purchasing Agent  
Samantha Sickles, Assistant Purchasing Agent  
Mike Grasso, Systems Analyst  
Nelle Sowell, Clerk 3

Resolution #335-12.21 adopted on December 6, 2021 by the Township Council authorizing receipt of bids and advertised in the Home News & Tribune as according to law.

Ms. Sowell asked for any additional bids.

11:00 a.m. receipt of bids is closed.

The following receipt of bids were received:

<u>Contract BID22002</u>	<u>Bond</u>	<u>Total</u>
IT Consulting and Management Services	NO Bid Bond Required	Category 1 – All five years
<hr/>		
IT Network Solutions 86 Haypress Road Cranbury, NJ 08512		\$90,000.00
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A report will be presented to the Township Council for possible awards at the next Township Council Meeting.

Lisa Russo  
Municipal Clerk

# PROPOSAL SHEET

Township of North Brunswick  
710 Hermann Road  
North Brunswick, New Jersey 08902

**Contract:**     **BID22002**  
**Bid Title:**    **NETWORK INFRASTRUCTURE CONSULTING  
AND DATA MAINTENANCE SERVICES**

The undersigned Respondent herein certifies that he/she or an authorized member of their firm has studied all the documents, conditions and intent, including the Specifications and Addenda (if issued); and proposes to furnish all services, materials, licenses necessary to complete the work outlined for a total proposed amount of:

Grand Total Amount in figures:   \$ 90,000.00

Grand Total Amount in words:

Ninety Thousand Dollars and Zero Cents.



We further agree to enter into a contract if awarded.

It is certified that the below named is authorized to make such a proposal.

Vendor Name: IT Network Solutions, LLC  
(type)

Address: 86 Haypress Road, Cranbury, NJ 08512  
(type)

Abdul R. Hassan  
(type)

Abdul Rehman Hassan Digitally signed by Abdul Rehman Hassan  
Date: 2022.03.17 18:37:15 -04'00'  
(signature)

CEO  
(type position)

# PROPOSAL SHEET (2)

North Brunswick Township, Municipal Building  
 710 Hermann Road  
 North Brunswick, New Jersey 08902

Attn: Justina Progebin, Business Administrator

**Contract: BID22002**

**Title: NETWORK INFRASTRUCTURE CONSULTING AND DATA MAINTENANCE SERVICES**

The Respondent shall explain all services provided, including but not necessarily limited to, the option of Managed Services, providing as much detail as possible. Under the terms of the Specifications, the proposal submitted shall have a category for consulting (including recommendation, configuration and installation fees) and a category for the option of Managed Services (maintenance and monitoring). The five-year Contract includes (2) one-year extensions, for a possible total of seven years. Complete the breakdown below and summarize the amounts for Category 1; listing only Category 1 on PROPOSAL SHEET (1)

**Category 1: Consulting (recommendation, configuration and installation fees)**

Below reflects **estimated** monthly hours between the hours of 8:00am and 5:00pm Monday-Friday excluding holidays for general repairs and services related to the Network outlined within the Specifications (in person or remote). All services rendered outside the hours of 8:00am and 5:00pm Monday-Friday excluding holidays shall be billed 1.5 times the hourly rate cited below. In addition, proposals solicited for specific projects will be based on the hourly rates outlined below (i.e. Virtual Server Replacement, Exchange Server Upgrade, Core Switch Replacement, Microsoft SQL Server Upgrade, et seq.).

Year One:					
Estimated 10hrs/month	X	\$ 150		=	\$ 1500.00
			Hourly rate		/month
\$ 1500.00	X		12 months	=	\$ 18,000.00
Estimated rate/month					/year one

Year Two:					
Estimated 10hrs/month	X	\$ 150		=	\$ 1500.00
			Hourly rate		/month
\$ 1500.00	X		12 months	=	\$ 18,000.00
Estimated rate/month					/year two

	150		=	1500.00
1500.00				18,000.00

Year Four:					
Estimated 10hrs/month	X	\$ 150		=	\$ 1500.00
			Hourly rate		/month
\$ 1500.00	X		12 months	=	\$ 18,000.00
Estimated rate/month					/year four

Year Five:					
Estimated 10hrs/month	X	\$ 150		=	\$ 1500.00
			Hourly rate		/month
\$ 1500.00	X		12 months	=	\$ 18,000.00
Estimated rate/month					/year five

Category 1: Total for Five Years						
\$ 18,000.00	+	\$ 18,000.00	+	18,000.00	+	\$ 18,000.00
Year 1		Year 2		Year 4		Year 5
						= \$ NaN
						TOTAL (to be listed on Proposal Sheet 1 and ONLINE)





**Category 2: Licensing**

Any licensing that is requested and authorizing under this contract shall be invoiced apart from the monthly consulting services. It is expected that all proposers responding to this RFP will offer government or comparable rates. Any and all discounts offers must be clearly delineated.

**Category 3: Managed Services (Option) Flat Fee Based with Unlimited Support**

The Township reserves the right to award any or all of the Managed Services categories available.

LAN/WAN device Network Management

Year One	\$ 25.00 to 200.00
Year Two	\$ 25.00 to 200.00
Year Three	\$ 25.00 to 200.00
Year Four	\$ 25.00 to 200.00
Year Five	\$ 25.00 to 200.00

Per Server (virtual and physical)  
Administration and Support

Year One	\$ 395.00
Year Two	\$ 395.00
Year Three	\$ 395.00
Year Four	\$ 395.00
Year Five	\$ 395.00

Per Workstation/Terminal  
Administration and Support

Year One	\$ 55.00
Year Two	\$ 55.00
Year Three	\$ 55.00
Year Four	\$ 55.00
Year Five	\$ 55.00



Managed Services are priced based on the existing systems. Please outline your understanding of the system and provide an Additional Systems Rate Schedule. *SEE ATTACHED*

Please include any alternate pricing structures in your proposal that you feel may be appropriate. All prices must be firm and fixed for this assignment following the execution of the agreement.

Estimated Quantities (Open-End Contract): The owner has attempted to identify the item(s) and the estimated hours to cover its requirements; however, past experience shows that the amount ordered may be different than that submitted for proposal. The right is reserved to decrease or increase the hours/quantities outlined in the specifications. NO MINIMUM PURCHASE IS IMPLIED OR GUARANTEED.

## IT NETWORK SOLUTIONS - PRICING

Following is our Managed IT Services pricing based on the current IT infrastructure of the Township of North Brunswick as outlined in the Section 5 "Technical Specifications" of the RFP.

Pricing for "BID 22002 - NETWORK INFRASTRUCTURE CONSULTING AND DATAMAINTEANCE SERVICES" for the North Brunswick Township, NJ

### **IT Managed Service Pricing Structure:**

Annual Price: \$145,017.00

Standard Hourly Rate: \$150.00

### **Rate Plan for any additions to Managed Services Specifications (Monthly)**

Managed Windows/Linux Server: \$395.00

Managed Workstation/Mobile Computer/MDT: \$55.00

EDR License per Node: \$4.50

Cloud Hosted Anti-Spam per Mailbox: \$2.75

