

**A RESOLUTION OF THE TOWNSHIP OF NORTH BRUNSWICK
AUTHORIZING THE AMENDMENT TO A PROPRIETARY CONTRACT
WITH EDMUNDS AND ASSOCIATES FOR
REPORTING SOFTWARE APPLICATION**

WHEREAS, in April of 2001, pursuant to Resolution 152-4.01, the Township authorized a contract with Edmunds and Associates for the purchase of financial software and related equipment for finance and tax collection; and

WHEREAS, in April of 2018, pursuant to Resolution 106-4.18, the agreement with Edmunds and Associates was amended to include the utility billing module; and

WHEREAS, under the “Local Public Contracts Law” N.J.S.A. 40A:11-5dd provides that goods or services may be purchased by an authorizing resolution of the governing body without public bidding if such goods or services are for the purchase, support or maintenance of proprietary software; and

WHEREAS, Edmunds and Associates has met with Township officials and provided a proposal for their new ViewPoint Dashboard that includes new automated reporting features with user-friendly viewing; and

WHEREAS, compensation for said services shall be based upon their September 15, 2022 proposal, which details a three-year agreement for Conversion, Maintenance and related fees which totals an initial anticipated investment cost of \$4,000.00 and an annual maintenance fee of \$3,000.00 for the following years; and

NOW, THEREFORE, BE IT RESOLVED, on this 24th day of October 2022, that the Township Council of the Township of North Brunswick does hereby authorize the Business Administrator or Chief Financial Officer to execute an agreement with Edmunds and Associates for the ViewPoint Dashboard application, with an initial three-year term.

CERTIFICATION

I, Cavel Gallimore, Chief Financial Officer of the Township of North Brunswick, certify that funds in the amount of \$4,000.00 for the initial costs are available in the IT OE account 3-01-20-140-000-489 under Purchase Order 23-01034, and ongoing maintenance charges shall be certified contingent upon the appropriation of funds in future fiscal years.

Cavel Gallimore
Chief Financial Officer

Justine Progebin
Business Administrator

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

Resolution : _____

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
HUTCHINSON				
MEHTA				
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 October 24, 2022.

Lisa Russo
Township Clerk



Sales Proposal prepared for North Brunswick Township, NJ

Prepared by: Essam Hafiz, Business Development Representative

Proposal Date: 09/15/2022

Expiration Date: 10/31/2022

Software Services - Subscription	Amount
ViewPoint Dashboard - 3 Year	\$3,000.00
Annual Fees:	\$3,000.00

Professional Services - Implementation	Amount
ViewPoint Dashboard Implementation	\$1,000.00
One-Time Fees:	\$1,000.00

Total Year 1 Investment:	\$4,000.00
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Software Services -Subscriptions

With an Edmunds GovTech solution, a true Windows application with a graphical user interface is delivered. All applications are ODBC compliant and utilize a SQL database, which allows for seamless integration with products such as MS Excel™, MS Word™, and many GIS packages to name a few.

Smart Phone Apps – All applicable Smart Phone Apps are included with the associated MCSJ module at no additional cost.

Security – The software features a single sign-on approach that allows for user-based security. This provides access to modules based on the employee’s security profile. The security is module and task specific.

Integration – All modules are fully integrated. A single source of entry minimizes data entry errors and streamlines organizational processes. The system dynamically posts all related entries to the appropriate modules.

Reporting – Along with standard system reports, customized reporting is also provided. Through built-in custom reporting tools, users can create and save personalized reports that can be exported directly into MS Excel™. Reporting flexibility allows users to create unlimited custom reports that are accessible at any time.

PDF Forms - All required forms can be generated within the application. This reduces the need to have pre-printed forms, such as pre-printed checks or utility bills. Create customized letters by merging in any field from the system. Letters can be created, printed, and documented in the corresponding record.

Attachments - The ability to attach any type of file to records, accounts, and employees along with scanning images directly into the software is provided. There is no limitation with the amount or size of those items you wish to attach.



Implementation & Project Management

Edmunds GovTech has a goal to make the transition from a legacy system as painless as possible. Project management includes planning, monitoring, and reporting of progress to ensure the success of the software implementation. The Client's Project Manager and EGT Staff will work in concert to identify the scope of the project, estimate the work involved, and create a project schedule with appropriate resources. The project plan is then developed to describe the tasks that will lead to a successful implementation. The project is carefully planned, implemented, monitored, and controlled. Problem resolution, risk management, opportunity management, change management, software configuration management, and data management are included, identified, and documented throughout the project. Project Managers and Training and Implementation Employees have been involved in hundreds of similar successful projects.

Payment Terms

Annual Subscription Fees: 100% will be invoiced upon execution of the contract for the first annual term. Thereafter, 100% of each subsequent annual fee will be invoiced annually, 60 days prior to the anniversary of the term date.

All invoices shall be paid within 30 days of the invoice date.

**Please return executed Sales Orders
via DocuSign or Email to:**

Edmunds GovTech

SalesOrders@EdmundsGovTech.com

P: 888.336.6999 | F: 609.645.3111

www.EdmundsGovTech.com

North Brunswick Township

Cavel Gallimore
Finance Officer

Date