

RESOLUTION NO. 78-16

BRICK TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

September 26, 2016

**A Resolution Authorizing Purchase of Laserfiche Document Management Software and
Associated Scanning Support Services in the Amount of \$83,779.00 by the
Brick Township Municipal Utilities Authority**

WHEREAS, the Brick Township Municipal Utilities Authority (hereinafter referred to as the "Authority") maintains a Public Records Image Processing System Certificate of Registration with the NJ Department of Treasury, Division of Revenue and Enterprise Services (DORES); and

WHEREAS, the Authority's current Image Processing requires updating and will no longer be supported due to the acquisition of the software vendor by another software firm; and

WHEREAS, the Authority has investigated various document management software and has identified Laserfiche software as best suited for the Authority's needs based on pricing, ease of use, product offerings, and maintaining certification and compliance with NJ DORES; and

WHEREAS, the purchase of Laserfiche software will also require additional services including implementation and training, conversion of existing documents from the current system into Laserfiche, and scanning of customer account files into Laserfiche; and

WHEREAS, Laserfiche and associated support services will be purchased through NJ State Vendor Contract (ITS58/M0003) through its representative Storage Engine at a total cost of \$83,779 apportioned as follows:

Software and Licensing - \$41,179
Implementation and Training - \$4,800
Conversion from Fortis - \$12,800
Scanning and Indexing Customer Files - \$25,000

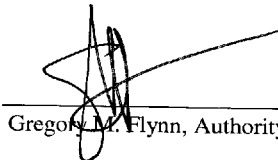
WHEREAS, Chris Theodos, Executive Director, has advised the Authority that sufficient funds exist within Capital Budget Account 916001 to fund the purchase of the aforesaid items and services in the amount of \$83,779.

NOW, THEREFORE, BE IT RESOLVED this 26th day of September 2016, by the Brick Township Municipal Utilities Authority as follows:

1. The purchase of Laserfiche Document Management Software and Associated Scanning Support Services from Storage Engine, Inc. as described above is hereby authorized.
2. The Chairman and Secretary of the Authority be and hereby are authorized to execute any and all necessary documents in order to implement the intent of this resolution subsequent to the execution of the Contract by the appropriate officers of Storage Engine, Inc.
3. A copy of this resolution shall be forwarded by the Administrative Secretary of the Authority to the following:
 - (a) George Cevalco, Chairman;
 - (b) Stephen T. Specht, Deputy Executive Director;
 - (c) Chris Theodos, Executive Director;
 - (d) Gary Vaccaro, Director of Compliance, Safety & GIS; and
 - (e) Nicholas Montenegro, Esq.

CERTIFICATION

I certify that the foregoing Resolution was duly adopted by the Brick Township Municipal Utilities Authority at a meeting held on the 26th day of September, 2016, a quorum being present and voting in the majority.



Gregory M. Flynn, Authority Secretary