

**RESOLUTION AWARDING CONTRACT FOR PROVISION
OF COMPUTER CONSULTATION SERVICES**

WHEREAS, the Pequannock River Basin Regional Sewerage Authority (“the Authority”) requires computer consultation services to support its previously established electronic communications system (email) and website; and

WHEREAS, the computer consultant Up & Running (“the Consultant”), of Randolph, New Jersey, has agreed to provide such general computer consultation services on an as needed basis; and

WHEREAS, by proposal dated March 26, 2024 the Consultant proposes to provide services at a not-to-exceed fee of \$1,400.00 per year over the two-year term; and

WHEREAS, the Consultant will submit periodic invoices not more frequently than monthly for work completed; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. does not require public bidding in this situation, or the solicitation of quotations, because the contract amount does not exceed the bid threshold, or 15% of the bid threshold.

NOW, THEREFORE, BE IT RESOLVED by the Pequannock River Basin Regional Sewerage Authority in the Counties of Morris and Passaic in the State of New Jersey on this 17th day of April, 2024 as follows:

1. The Chairman is authorized and directed to sign an agreement in a form approved by the Authority Attorney providing for general computer consultation services on an as needed basis to support the previously established electronic communications system

(email) and website in accordance with the March 26, 2024 proposal of Up & Running at a not-to-exceed fee of \$1,400.00/year.

2. The Secretary is authorized and directed to cause a notice of this Resolution to be published in the official newspaper of the Authority concerning the appointments of the aforesaid consultant within ten (10) days of the date hereof. The aforesaid firm shall be paid from funds appropriated for these purposes in accordance with the duly adopted budget of the Authority, and other implementing actions of the Authority. The agreements for services shall be on file and available for inspection by members of the public in accordance with law.
3. This Resolution shall take effect as provided by law.

CERTIFICATION

Certified to be a true copy of a Resolution adopted by the Pequannock River Basin Regional Sewerage Authority at a duly convened meeting of the Board held on April 17, 2024.



Dave Desai, Secretary

**CERTIFICATION OF
EXTRAORDINARY, UNSPECIFIABLE SERVICE**

To: Pequanock River Basin Regional Sewerage Authority

From: Jamie Avagnano, Authority Administrator

Re: Contract for Computer Consultant Services

Date: April 17, 2024

This is to request your approval of a resolution authorizing a contract to be executed as follows:

Firm: Up & Running (Sharon Meade, Sole Proprietor)

Cost: Not-to-Exceed \$1,400.00 per year over a two-year term

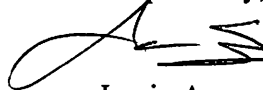
Period: Duration of any transaction requiring computer consultant services during the period of April 1, 2024 to March 31, 2026. (Not-to-Exceed 24 months.)

Purpose: Computer system consultation services.

This is requested to be awarded without competitive bids as an Extraordinary, Unspecifiable Service (N.J.S.A. 40A:11-5(1)(a)(ii)). I do hereby certify as follows:

1. The service is specialized and qualitative in nature requiring expertise, extensive training and proven reputation because the provider of the service must be experienced in technical issues arising with software specific to the Pequanock River Basin Regional Sewerage Authority, the resolution of problems with email service, backup storage and retrieval, assistance with the website, and any other technical matters.
2. The performance of the service cannot be reasonably described by written specifications because it involves the provision of advice on various aspects of resolving a range of technical matters.
3. I have reviewed the rules of the Division of Local Government Services as contained in the N.J.A.C. 5:34-2.1 et seq. and certify that the proposed contract may be considered as an extraordinary, unspecifiable service in accordance with the requirements thereof.

Respectfully,



Jamie Avagnano, Authority Administrator