

RESOLUTION NO. 11 - 33

RESOLUTION OF THE TRUST APPOINTING PRO COMPUTER SERVICE (PCS) FOR INFORMATION TECHNOLOGY CONSULTING SERVICES

WHEREAS, the Trust is authorized to procure Information Technology Consulting Services pursuant to N.J.S.A. 58:11B-5L; and

WHEREAS, in Trust resolution No. 11-18, the Board authorized the Executive Director to solicit proposals for Information Technology Consulting Services; and

WHEREAS, the Trust competitively procured proposals through formal advertisement and distribution of a Request for Proposals (RFP) to a list of sixteen (16) firms; and

WHEREAS, the Trust received seven (7) proposals in response to the notice of solicitation; and

WHEREAS, the Trust established a Selection Committee whose members independently ranked the proposals based on the criteria and weights set forth in the notice of solicitation; and

WHEREAS, the Committee tabulated the member's rankings wherein Pro Computer Service (PCS) received the highest total aggregate score; and

WHEREAS, the Committee recommends awarding an information technology consulting contract to Pro Computer Service (PCS) for the maintenance and monitoring of the Trust's computer network and workstations based on its June 30, 2011 proposal.

NOW THEREFORE BE IT RESOLVED THAT the Executive Director send a letter of intent to make the appointment to Pro Computer Service (PCS) for Information Technology Consulting Services substantially in the form of the agreement attached to the Request for Proposals for Information Technology Consulting Services at an estimated annual cost of \$9,600 and not to exceed \$24,000; and

BE IT FURTHER RESOLVED THAT the Chairman or Vice Chairman of the Trust is hereby authorized to execute an agreement with Pro Computer Service (PCS) substantially in the form of the agreement attached to the Request for Proposals. The terms and conditions of the agreement shall include but not be limited to:

- a. the provision of services as outlined in the Trust's Request for Proposal (RFP) distributed on June 1, 2011 and the proposal submitted by Pro Computer Service (PCS) dated June 30, 2011; and

- b. the payment of all fees for all services as detailed in the June 30, 2011 submittal; and
- c. the term of the contract shall be for a period of one year with an option for an additional one-year period to be approved and authorized by the Board; and
- d. such other terms and conditions as may be contemplated by the RFP and the materials enclosed therewith as deemed necessary and appropriate by the Chairman or Vice Chairman of the Trust.

Adopted Date: August 11, 2011

Motion Made By: Mr. Requa

Motion Seconded By: Mr. Briant

Ayes: 6

Nays: 0

Abstentions: 0