

**RESOLUTION 2015-033**

**AUTHORIZING THE AWARD  
OF A PROPRIETARY CONTRACT  
WITH AN ESTIMATED COST BETWEEN \$2,625.00 AND \$17,500.00  
WITHOUT PUBLIC ADVERTISING FOR BIDS**

WHEREAS, the "Local Public Contracts Law" provides that except for contracts which require the performance of professional services, all contracts or agreements that are less than the bid threshold but are fifteen percent (15%) or more of that amount, two competitive quotations, whenever practicable, shall be solicited by the contracting agent, and the contract shall be awarded to the vendor whose response is the most advantageous, price and other factors considered; and

WHEREAS, N.J.S.A. 40A:11-13(d) provides that if the goods or services to be provided or performed are proprietary, such goods or services may be purchased if the resolution so indicates and the special need for such proprietary goods or services is directly related to the performance, completion or undertaking of the purpose for which the contract is awarded; and

WHEREAS, the Bordentown Sewerage Authority has solicited the following competitive quotations:

| <b><u>BIDDER</u></b>      | <b><u>PRICE</u></b> |
|---------------------------|---------------------|
| LookFirst Technology, LLC | \$3,074.13          |

for the proprietary goods or services set forth below:

Fourteen (14) Email Addresses from Microsoft Exchange Online Plan (\$672.00), Acronis Backup Software (\$519.25), 146GB Hard Drive (\$316.90), Synology DiskStation Backup NAS (\$369.99), Two (2) 3 TB Hard Drives (\$397.00), Shipping (\$14.99) and Labor & Installation (\$784.00)

which the Authority has determined are directly related to the performance, completion or undertaking of the project for the following reasons:

1. To allow the Authority full control of archived email documents pursuant to OPRA laws; and
2. To improve our existing server backup so that the server information, including our proprietary software can be restored easily in the event of a server failure.

WHEREAS, a certificate of availability of funds has been provided by the designated certifying finance officer and is attached hereto.

NOW, THEREFORE, BE IT RESOLVED, this 16<sup>th</sup> day of March, 2015, that the aforesaid contract for the proprietary services described above be and the same is hereby awarded to LookFirst Technology, LLC in the amount of \$3,074.13.

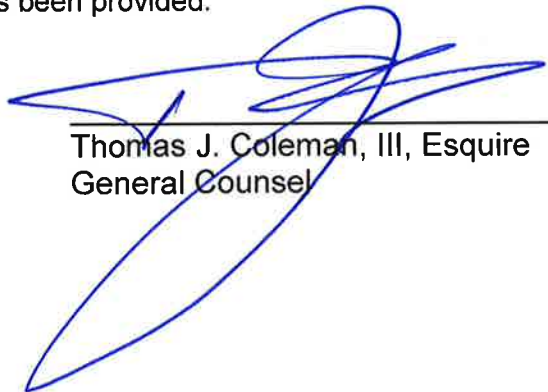
THE BORDENTOWN SEWERAGE AUTHORITY

By:   
Ronald L. Marino, Chairman

Attest:

  
Stephen Monson, Secretary

I have reviewed this resolution and the certificate of availability of funds and am satisfied that an appropriate certificate of availability has been provided.

  
Thomas J. Coleman, III, Esquire  
General Counsel

**CERTIFICATE OF AVAILABILITY OF FUNDS**

I, Richard D. Eustace, Executive Director and Certifying Finance Officer of The Bordentown Sewerage Authority, do hereby certify, pursuant to the rules of the Department of Community Affairs, Division of Local Government Services (N.J.A.C. 5:34-5.1 et seq.), that there are available adequate funds for the following proposed contract:

CONTRACT: Fourteen (14) Email Addresses from Microsoft Exchange Online Plan (\$672.00), Acronis Backup Software (\$519.25), 146GB Hard Drive (\$316.90), Synology DiskStation Backup NAS (\$369.99), Two (2) 3 TB Hard Drives (\$397.00), Shipping (\$14.99) and Labor & Installation (\$784.00)

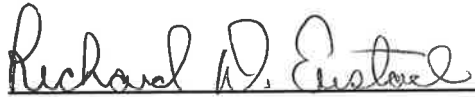
CONTRACTOR: LookFirst Technology, LLC

CONTRACT AMOUNT: \$3,074.13

BUDGETARY LINE ITEM: 01-001-6101

I certify that the same funds have not been certified as available for more than one pending contract.

3/16/15  
Date

  
Richard D. Eustace  
Certifying Finance Officer

# LookFirst Technology, LLC

Liz Kwelty

Server Onsite Backup & Email Hosting

1106

v1

March 11, 2015



LookFirst Technology, LLC  
100 Highpoint Drive, Suite 104  
Chalfont, PA 18914  
T: 215.996.1488 F:215.822.9494

# LookFirst Technology, LLC

T: 215.996.1488 F: 215.822.9494




## Prepared For

Bordentown Sewer Authority  
Liz Kwelty  
954 Farnsworth Avenue  
Bordentown, NJ 08505  
ekwelty.bsa@verizon.net

## Prepared By

Ben Strunk  
Phone: 215-996-1488  
Email: Ben.Strunk@LookFirstTech.com

| Software                                                                         |                                                        | Price    | Qty | Extended   |
|----------------------------------------------------------------------------------|--------------------------------------------------------|----------|-----|------------|
|  | Microsoft Exchange Online Plan-Annual Subscription     | \$48.00  | 14  | \$672.00   |
|  | Acronis Backup - <i>SIMPLE IMAGING BACKUP SOFTWARE</i> | \$519.25 | 1   | \$519.25   |
| Software Subtotal                                                                |                                                        |          |     | \$1,191.25 |

| Hardware                                                                           |                                                                            | Price    | Qty | Extended   |
|------------------------------------------------------------------------------------|----------------------------------------------------------------------------|----------|-----|------------|
|   | HP 146GB 15K SAS Hard Drive<br><i>- SPARE DRIVE FOR SERVER</i>             | \$316.90 | 1   | \$316.90   |
|  | Synology DiskStation Backup NAS<br><i>- SIMPLE IMAGING BACKUP HARDWARE</i> | \$369.99 | 1   | \$369.99   |
|  | WD 3 TB NAS HARD - <i>SIMPLE IMAGING BACKUP DRIVE</i>                      | \$198.50 | 2   | \$397.00   |
| Hardware Subtotal                                                                  |                                                                            |          |     | \$1,083.89 |

| Shipping                                                                           |                     | Price   | Qty | Extended |
|------------------------------------------------------------------------------------|---------------------|---------|-----|----------|
|  | Shipping & Handling | \$14.99 | 1   | \$14.99  |
| Shipping Subtotal                                                                  |                     |         |     | \$14.99  |

| Labor                                                                              |                      | Price   | Qty | Extended |
|------------------------------------------------------------------------------------|----------------------|---------|-----|----------|
|  | Labor & Installation | \$98.00 | 8   | \$784.00 |
| Labor Subtotal                                                                     |                      |         |     | \$784.00 |

Wednesday, March 11, 2015

# LookFirst Technology, LLC

T: 215.996.1488 F: 215.822.9494

| Recap |              | Amount            |
|-------|--------------|-------------------|
|       | Software     | \$1,191.25        |
|       | Hardware     | \$1,083.89        |
|       | Shipping     | \$14.99           |
|       | Labor        | \$784.00          |
|       | <b>Total</b> | <b>\$3,074.13</b> |

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors. Quotes are valid for fifteen (15) days from the date of this quote.

Wednesday, March 11, 2015