

RESOLUTION NO. 2020 - 174

A RESOLUTION AUTHORIZING AWARD OF A CONTRACT TO MTS SOFTWARE SOLUTIONS, INC., MOORESTOWN, NJ, FOR THE PURCHASE OF LOCAL GOVERNMENT ENTERPRISE APPLICATION ENABLER SOFTWARE, IN AN AMOUNT NOT TO EXCEED \$24,600.00.

WHEREAS, there exists a need for the purchase of Local Government Enterprise Application Enabler Software; and

WHEREAS, the City of Vineland has a need to acquire such service as a Non-Fair and Open Contract pursuant to N.J.S.A. 19:44A-20.5; and

WHEREAS, the purchasing agent has determined and certified in writing that the value of said services will exceed \$17,500.00; and

WHEREAS, the Director of Municipal Utilities has recommended that a contract be awarded to MTS Software Solutions, Inc., Moorestown, NJ, for the purchase of Local Government Enterprise Application Enabler Software, in an amount not exceed \$24,600.00; and

WHEREAS, MTS Software Solutions, Inc. has completed and submitted a Business Entity Disclosure Certification and the Political Contribution Disclosure Form for Non-Fair and Open Contract which certifies that MTS Software Solutions, Inc. has not made any reportable contributions to a political or candidate committee in the City of Vineland in the previous one year and that the contract will prohibit MTS Software Solutions, Inc. from making any reportable contributions through the term of the contract to a political or candidate committee in the City of Vineland; and

WHEREAS, the availability of funds for said contract to be awarded herein have been certified by the Chief Financial Officer; and

WHEREAS, the City of Vineland has certified that this meets the statute and regulations governing the award of said contracts.

NOW THEREFORE BE IT RESOLVED, by the Council of the City of Vineland that:

1. This contract is awarded without competitive bidding in accordance with 40A:5(1)(dd) of the Local Public Contracts Law for the provision or performance of goods or services for the support or maintenance of proprietary computer hardware and software, except that this provision shall not be utilized to acquire or upgrade non-proprietary hardware or to acquire or update non-proprietary software.
2. The Purchasing Agent be and the same is hereby authorized to issue contract to MTS Software Solutions, Inc., Moorestown, NJ, for the purchase of Local Government Enterprise Application Enabler Software, in an amount not exceed \$24,600.00.
3. The Business Disclosure Entity Certification, the Political Contribution Disclosure Form and the Determination of Value be placed on file with this Resolution.
4. Notice of this action shall be printed once in the Daily Journal.

Adopted:

President of Council

ATTEST:

City Clerk

**8/6/2019REQUEST FOR RESOLUTION FOR CONTRACT AWARDS
UNDER 40A:11-5 EXCEPTIONS
(PROFESSIONAL SERVICES, EUS, SOFTWARE MAINTENANCE, ETC)**

3/23/2020
(DATE)

1. Service (detailed description): Purchase of Local Government Enterprise Application Enabler Software

2. Amount to be Awarded: \$ 24,600.00

- Encumber Total Award
 Encumber by Supplemental Release

3. Amount Budgeted: \$ _____

4. Budgeted: By Ordinance No. _____
Or Grant: Title & Year _____

5. **Account Number to be Charged: 45% 0-01-20-140-1104-23016
10% 0-07-55-502-8015-53016 45% 0-05-55-502-9008-53016

6. Contract Period: _____ N/A

7. Date To Be Awarded: _____ 4/14/2020

8. Recommended Vendor and Address: MTS Software Solutions, Inc.
225 Executive Dr. Ste 4 Moorestown NJ 08057

9. Justification for Vendor Recommendation:(attach add'l information for Council review)
Upon review of multiple alternative purchases it was found that the purchase of the MTS Software Solutions best suited our needs.

- Non-Fair & Open (Pay-to-Play documents required)
 Fair & Open: How was RFP advertised? _____

10. Evaluation Performed by: [Signature] IS Division Staff

11. Approved by: [Signature]

12. Attachments:

- Awarding Proposal
 Other: Quotes # COV03092020A

- Send copies to:
Purchasing Department
Business Administration

** If more than one account #, provide break down



Request for Software

Section I

Agreement #COV03092020A

Date:	3/9/2020
Client Name:	City of Vineland
Contact Name:	Victor Terenik
Client Phone Number:	(856) 794-4000
Client Email Address:	vterenik@vinelandcity.org
MTS Account Executive:	Larry Schwartz
Product:	OnBase

Description of Request:

The City of Vineland has requested a proposal for Local Government Enterprise Application Enabler

Section II - Description/Cost

Local Government Enterprise Application Enabler

Product Description

Application Enabler provides complete interaction between a business application's GUI, browser, or text-based screen and the related OnBase documents, content and process management. Users can opt for a real-time, no-click display of documents associated with their enabled screen, or access documents and processes with a simple mouse click or key press. Business systems can be configured without custom programming, scripting or modifications. Application Enabler (AE) provides a toolbox to create integrations with most applications, and has a proven track record with hundreds of business systems.

Enterprise Application Enabler allows interaction with an unlimited number of applications.

Key Features

- **Retrieve documents, view Folders, and run a Custom Query** directly from the business application screen.
- **Index documents and generate bar code sheets** using information obtained directly from the business application.
- **Display document counts and a document select list with real-time information** about documents related to the enabled screen with Application Enabler Live.

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- **Create Unity Forms, E-Forms, and launch Workflow** directly from the business application—enabling business process automation.
- **Create Document Composition Documents** by applying information pulled from the business application to a Word template, ensuring data consistency.
- **Create and Retrieve WorkView objects** leveraging data from the business application.

Enterprise Application Enabler License & Maintenance

Module	Cost	First Year Annual Maintenance	Extended Cost
Local Government Enterprise Application Enabler (GV-B-MU2-AEIP12)	\$20,000.00	\$ 4,600.00	\$24,600.00
Total:			\$24,600.00

The OnBase Software is licensed subject to an End User License Agreement which is provided with the Software in the Login Screen, a copy of which is available upon request

Due to the variety of applications, Customer should confirm with Solution Provider that applications can be enabled prior to purchasing this module.

Payment Terms:

- Total Access costs will be invoiced on contract signing
- All payments are NET 30

Section III – Service Description

MTS Deliverables (dependent on type of engagement):

- For consulting/services activities that involve solution design (e.g., workflow, scripting, etc) a detailed design document will be provided to the customer
- For consulting/services activities that involve issue resolution, a summary of the activities performed to resolve the issue will provided
- For consulting/services activities that involve validation of client developed solution, MTS will review and provide documented recommendations
- MTS will provide a summary of each consulting activity to include hours worked and the remaining balance of hours in the consulting block (if applicable)

Client Deliverables:

- OnBase Administrator will be available to work with Consultant during engagement
- Access to OnBase systems as needed
- As required, client will provide available documentation or written outline/overview of designated processes to facilitate consulting efforts



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Engagement Rules and Assumptions (dependent on type of engagement):

- Specific consulting services/activities to be mutually agreed upon prior to initiation of services
- Date and time for services will be mutually agreed upon between client and MTS
- Any block of services requiring 8 hours or greater must be scheduled 15 days prior to desired execution date.
- Any block of services requiring 1-7 hours must be scheduled 7 days prior to desired execution date.
- Specific topics and business processes to be reviewed will be mutually agreed upon between client and MTS prior to the engagement
- Client resources will be available to the assigned ECM Consultant during the scheduled engagement
- MTS ECM Consultant will be available to the client during the scheduled engagement
- Client is current with all software maintenance with ECM Software and supporting 3rd Party Software

Section IV - Terms and Conditions for Request

The Client hereby agrees to pay the Total Cost and all expenses set forth in this Agreement as outlined. Client agrees to pay reasonable travel and living expenses of MTS employees and MTS authorized contractors who render services at non-MTS locations in connection with the activities described in this agreement. All expenses shall be itemized on invoices submitted by MTS and shall be due and payable upon presentation of each invoice as provided herein.

Any work required to be performed outside 8AM to 6PM ET, Monday through Friday, must be mutually agreed upon and will be consumed/billed at a rate of 1.5 hours for each 1 hour worked.

Expiration Date

This estimate is valid for 60 days from proposal date



Request for Software

Section V - Client Authorization to Proceed

On the terms and subject to the conditions set forth in this agreement, Client hereby accepts and agree to proceed.

For Client:
City of Vineland

For MTS:
MTS SOLUTIONS

By: Victor B. Terenik Jr.

By: _____

Name: [Signature]

Name: _____

Title: Chief Information Officer - Director of IS

Date: 3/23/2020

Date: _____