

AGENDA

MAYOR AND COUNCIL

SPECIAL MEETING July 7, 2016

6:00 PM

1. ROLL CALL:

- 2. PUBLIC NOTICE - Clerk to Read - "Notice of this meeting in compliance with the Open Public Meetings Act, Chapter 231 of the Laws of 1975 has been given by posting a notice of Special Meeting of the Mayor and Council of the Borough of Saddle River, on the bulletin board in the Municipal Building, Borough website and-faxing notice thereof to the Record and Herald News on June 30, 2016.**

Notification of fire exits

3. PLEDGE OF ALLEGIANCE

4. RESOLUTION TO AUTHORIZE THE GOV OFFICE AGREEMENT

Resolution Offered by Council Member
Seconded by Council Member
Roll Call Vote:

5. RESOLUTION TO AUTHORIZE THE SEAMLESS DOCS AGREEMENT

Resolution Offered by Council Member
Seconded by Council Member
Roll Call Vote:

6. ADJOURNMENT:

R#

COUNCIL OF THE BOROUGH OF SADDLE RIVER

Resolution Offered by Council Member

Date: 07/07/16

Seconded by Council Member

BOROUGH OF SADDLE RIVER

AWARD OF A CONTRACT TO GOV OFFICE FOR WEBSITE REDESIGN AND IMPLEMENTATION OF A WEB CONTENT MANAGEMENT SYSTEM

WHEREAS, the Borough of Saddle River is seeking to redesign and implements improvements to the Borough’s website, including a more user-friendly content management system with hosting and full technical support; and

WHEREAS, the Borough’s staff have viewed various websites and evaluated various options and solutions; and

WHEREAS, GovOffice by Avenet Web Solutions has provided a proposal to redesign the website and implement a web content management system; and

WHEREAS, GovOffice is a leading national provider of websites for small to medium population municipalities and serves many New Jersey municipalities; and

WHEREAS, the Borough of Saddle River staff are recommending GovOffice as the best vendor to provide a cost-effective website which meets the Borough’s needs and requirements in deploying a state of the art website for its citizens; and

WHEREAS, the Borough wishes to approve and enter into a two-year contract with GovOffice for the redesign of the Borough’s website and the implementation of a web content management system, in the amount of \$12,960.00, (per Cost Summary, page 3 attached).

NOW, THEREFORE BE IT RESOLVED that the Borough Administrator is authorized to enter into a Contract in the amount of \$12,960 for the redesign of the Borough’s website and implementation of a web content management system as set forth in the GovOffice Contract. This contract shall also contain a two year optional extension, under the same terms and conditions for years three (3) and four (4) to provide website maintenance at a cost of \$1,150 per year.

Ayes Nay Abstain Absent

Jensen, Eric, Council Pres.

Acaster, Benjamin

Gray, Ronald

Kerner, Corinne

Salazer, Elizabeth

Schulstad, Paul

Kurpis, Albert J., Mayor

Date Passed: 07/07/16

_____ **(Mayor)**

Resos2016/websitecontractGovOffice _____ **(Borough Clerk)**

R#

COUNCIL OF THE BOROUGH OF SADDLE RIVER

Resolution Offered by Council Member

Date: 07/07/16

Seconded by Council Member

RESOLUTION TO AUTHORIZE EXECUTION OF THE ATTACHED SOFTWARE AGREEMENT BETWEEN SEAMLESSDOCS AND THE BOROUGH OF SADDLE RIVER

WHEREAS, the Borough of Saddle River wishes to enter into the attached Agreement with **SeamlessDocs**, for document control and compilation software, in accordance with the attached Agreement; and

WHEREAS, the Borough of Saddle River is rapidly running out of proper storage areas within the Municipal Building and current storage areas are not fire protected, or under sprinkler or humidity control; and

WHEREAS, current and prior records can take hours to retrieve; and

WHEREAS, the Borough of Saddle River wishes to become more efficient and effective in document storage by streamlining the entire process, from creation to cloud storage; and

WHEREAS, the **SeamlessDocs** program will allow residents to submit forms from our new web site when it becomes active; and

WHEREAS, the estimated cost for a **3-year** Agreement is \$3,750 per year paid annually, or \$11,250 total; and

WHEREAS, pursuant N.J.S.A: 40A4-57, 5:30-14.5 and any other applicable requirement, the Chief Financial Officer, Michael Mariniello, Jr Borough of Saddle River has included the cost in the 2016 Municipal Budget,

NOW THEREFORE, BE IT RESOLVED that the Borough Administrator, be authorized to enter into attached Agreement with **SeamlessDocs** which provides for a license to utilize the vendor's document control and compilation software; and

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

Ayes Nay Abstain Absent

**Jensen, Eric, Council Pres.
Acaster, Benjamin
Gray, Ronald
Kerner, Corinne
Salazer, Elizabeth
Schulstad, Paul**

Kurpis, Albert J., Mayor

Date Passed: 07/07/16

_____ **(Mayor)**

_____ **(Borough Clerk)**