

CITY COUNCIL

The City of Orange Township, New Jersey

DATE February 7, 2023

NUMBER 58-2023

TITLE:

A RESOLUTION FOR THE APPROVAL TO ACQUIRE THE RENEWING OF THE SERVICES TO MAINTAIN THE ELECTRONIC DOCUMENT MANAGEMENT FOR POLICE POLICIES WITHIN THE ORANGE POLICE DEPARTMENT FROM POWERDMS LOCATED AT 101 S. GARLAND AVENUE SUITE 300, ORLANDO, FLORIDA 32801 FROM JANUARY 1, 2023 THROUGH DECEMBER 31, 2023 IN AN AMOUNT NOT TO EXCEED \$8,179.17

WHEREAS, The Municipal Counsel of the City of Orange approved Resolution no. 77-2021 on February 16, 2021 authorizing a yearly agreement for a total contract amount of \$8,179.17 with the PowerDMS, to provide service to maintain and manage policy and procedures for the Orange Police Department; and

WHEREAS, the City wishes to exercise its first option to extend the contract with PowerDMS for yearly renewal, beginning of January 1, 2023 and continuing through December 31, 2023 in an amount not to exceed \$8,179.17.

WHEREAS, the City of Orange Township wishes to renew the service for maintenance of police policies that pertain to the rule of law, order and discipline as disseminated and communicated within the Orange Police Department from PowerDMS, 101 S. Garland Avenue, Suite 300, Orlando, Florida 32801; and

WHEREAS, the Chief Financial Officer of the City of Orange Township has prepared the necessary Certificate of Availability of Funds, a copy of which is attached hereto certifying that funds will be available for this purpose in Account No. 3-01-25-240-000-528, contingent upon Council approval and inclusion of said item in the Temporary Budget and adopted 2023 Budget, there will be sufficient funds to PowerDms; and

NOW, THEREFORE, BE IT RESOLVED THAT THE MUNICIPAL COUNCIL OF THE CITY OF ORANGE TOWNSHIP hereby endorses and authorizes the maintenance of the police database services from PowerDMS commencing January 1, 2023 through December 31, 2023 in the amount not to exceed \$8,179.17.

ADOPTED: **February 7, 2023**

Joyce Lanier
Municipal Clerk

Tency A. Eason
Council President



A. MIZRAHI
CITY ATTORNEY

CITY COUNCIL**The City of Orange Township, New Jersey**DATE February 16, 2021NUMBER 77-2021

TITLE: A RESOLUTION FOR THE APPROVAL TO ACQUIRE THE SERVICE TO MAINTAIN THE ELECTRONIC DOCUMENT MANAGEMENT FOR POLICE POLICIES WITHIN THE ORANGE POLICE DEPARTMENT UNDER THE NEW JERSEY STATE CONTRACT #20-M0003-PWR01 FOR THE CITY OF ORANGE TOWNSHIP POLICE DEPARTMENT FROM POWERDMS LOCATED AT 101 S. GARLAND AVENUE SUITE 300, ORLANDO, FLORIDA 32801 FROM JANUARY 1, 2021 THROUGH DECEMBER 31, 2021 IN AN AMOUNT NOT TO EXCEED \$7,314.00

WHEREAS, pursuant to N.J.S.A. 40A:11-12, any contracting unit may, without advertising for bids, purchase any materials, supplies, equipment, or services under any contract or contracts for such material, supplies or equipment entered into on behalf of the State by the Division of Purchase and Property in the Department of Treasury; and

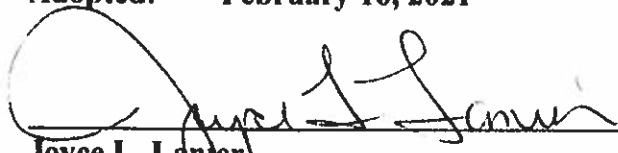
WHEREAS, PowerDMS will provide service to maintain and manage policy and procedures for the Orange Police Department for the contracted period of January 1, 2021, through December 31, 2021; and

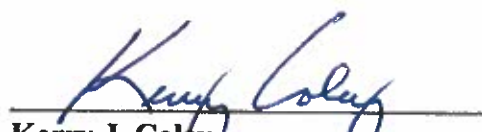
WHEREAS, the City of Orange Township wishes to acquire the service for maintenance of police policies that pertain to the rule of law, order and discipline as disseminated and communicated within the Orange Police Department from PowerDMS, 101 S. Garland Avenue, Suite 300, Orlando, Florida, 32801, under New Jersey Contract #20-M0003-PWR01; and

WHEREAS, the Chief Financial Officer of the City of Orange Township has prepared the necessary Certificate of Availability of Funds, certifying the funds are available under the appropriate account 1-01-25-240-000-510.

NOW, THEREFORE, BE IT RESOLVED THAT THE MUNICIPAL COUNCIL OF THE CITY OF ORANGE TOWNSHIP hereby endorses and authorizes the maintenance of the police database services from PowerDMS commencing January 1, 2021, through December 31, 2021, in the amount not to exceed \$7,314.00.

Adopted: February 16, 2021


Joyce L. Lanier
City Clerk


Kerry J. Coley
Council President

CITY OF ORANGE TOWNSHIP
FINANCE DEPARTMENT

CERTIFICATION OF FUNDS
NEXT BUDGET - CURRENT FUND

I, Nile Clements, Chief Financial Officer for the City of Orange Township, do hereby confirm that based on the Quote or RFP, RFQ, bid results or "extraordinary unspecifiable services" without competitive bids for 2023 service contract, and the resolution to be presented to the Council for approval, and contingent upon Council approval and inclusion of said item in the Temporary Budget and adopted 2023 Budget, there will be sufficient funds to contract with:

Vendor Name: PowerDMS, Inc.

Address: 101 S. Garland Ave.
Suite 300

City: Orlando
State: Florida
Zip Code: 32801

Purpose: Maintenance of electronic documents for Police policies

Vendor ID: POWER040

Fund: Current Fund
Line Description OPD - Police - Contractual Services
Account Numbers(s): CY'23 3-01-25-240-000-528 \$ 8,179.17

Purchase Order # : 23-00076

Amount not to exceed: \$ 8,179.17

Division Head	Date
<i>Nile Clements</i>	1/9/2023
Chief Financial Officer	Date



STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE

Taxpayer Name: POWERDMS. INC.
Trade Name:
Address: 101 S GARLAND AVE STE 300
ORLANDO, FL 32801
Certificate Number: 1896834
Effective Date: August 25, 2014
Date of Issuance: November 01, 2022

For Office Use Only:
20221101133052494

Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. PowerDMS, Inc.	
2 Business name/disregarded entity name, if different from above	
<p>3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor or single-member LLC</p> <p><input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate</p> <p><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____</p> <p><small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small></p> <p><input type="checkbox"/> Other (see instructions) ▶ _____</p>	<p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p><small>(Applies to accounts maintained outside the U.S.)</small></p>
5 Address (number, street, and apt. or suite no.) See instructions. 101 S. Garland Ave. Suite 300	Requester's name and address (optional)
6 City, state, and ZIP code Orlando, FL 32801	
7 List account number(s) here (optional)	

Print or type.
See Specific Instructions on page 3.

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
or									
Employer identification number									
5	9	-	3	6	6	8	8	8	5

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶	Date ▶ 11/30/2022
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

**BUSINESS ENTITY DISCLOSURE CERTIFICATION
FOR NON-FAIR AND OPEN CONTRACTS
Required Pursuant To Ordinance §4-70, et seq.
CITY OF ORANGE TOWNSHIP, NEW JERSEY**

Part I – Vendor Affirmation

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that

PowerDMS, Inc.

(Contractor)

has not made and will not make any reportable contributions pursuant to Ordinance 4-70 et seq. that would bar the award of this contract in the one year period preceding the date of reorganization to any of the following named candidate committee, joint candidates committee; or political party committee representing the elected officials of the **CITY OF ORANGE TOWNSHIP** as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r).

Dwayne D. Warren, Esq., Mayor	
Hon. Kerry J. Coley	
Hon. Adrienne K. Wooten	
Hon. Tency A. Eason	
Hon. Clifford R. Ross	
Hon. Quantavia L. Hilbert	
Hon. Jamie Summers-Johnson	
Hon. Weldon M. Montague	

Part II – Ownership Disclosure Certification

I certify that the list below contains the names and home addresses of all owners holding 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business entity:

- Partnership Corporation Sole Proprietorship Subchapter S Corporation
 Limited Partnership Limited Liability Corporation Limited Liability Partnership

Name of Stock or Shareholder	Home Address
PowerDMS Parent, Inc.	300 Continental Blvd, El Segundo, CA 90245
PowerDMS Holdings, Inc.	300 Continental Blvd, El Segundo, CA 90245
PowerDMS, Inc.	300 Continental Blvd, El Segundo, CA 90245

Part 3 – Signature and Attestation:

The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I and/or the business entity, will be liable for any penalty permitted under law.

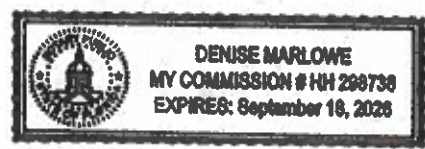
Name of Business Entity: PowerDMS Inc.

Signed: Betsy Baez Title: Accounting Manager

Print Name: Betsy Baez Date: 12/13/2022

Subscribed and sworn before me the 13 day of December, 2022
Betsy Baez
 (Affiant)
Betsy Baez - Acct Manager
 (Print name & title of affiant) (Corporate Seal)

My Commission expires: 9-18-2026



PowerDMS

1 800.749.8104 | 407.210.0118 www.powerdms.com 101 S. Galford Ave, Ste 200 Orlando, FL 32801

Service Order

Account Information:
Account Number: AP-0000
Customer: Orange Police Department (040)
Sales Rep: Don Phillips

Order Details:
Order #: 040000
Order Date: 5/24/2020
Valid Until: 5/24/2020
Subscription Start Date: 5/24/2020
Initial Term (months): 00

Billing Contact:
George Police Department (040)
William Suggs
Freddie Powell Law & Justice Complex
20 Park Street
Orange, NJ 07000

Billing Contact Email: william.suggs@orangepolice.nj.gov
Phone: 201-619-8225
Fax:

Payment Terms: Net 30
PO Number:


Item	Type	Start Date	End Date	Qty	Total
SDMS-AS	Recurring	5/24/2020	5/23/2023	150	\$21,504.00
Annual PowerDMS.com hosted subscription fee					
TOTAL:					\$21,504.00

Payment Terms:

All invoices issued hereunder are due upon the invoice due date. The fees set forth in this Service Order are exclusive of all applicable taxes, levies, or duties imposed by taxing authorities and Customer shall be responsible for payment of any such applicable taxes, levies, or duties. All payment obligations are non-cancelable, and all fees paid are non-refundable.

Terms & Conditions: Unless otherwise agreed in writing by PowerDMS and Licensor, this Service Order and the services to be furnished pursuant to this Service Order are subject to the terms and conditions set forth here: [www.powerdms.com/terms-and-conditions](#). The Effective Date (as defined in the terms and conditions) shall be the date set forth below.

Accepted and Agreed By:
Orange Police Department (040)

Signature: 

Printed Name: William Suggs

Title: Chief Law Enforcement Officer

Date: 5-26-2020

THE INFORMATION AND PRICING CONTAINED IN THIS SERVICE ORDER IS STRICTLY CONFIDENTIAL

Contract Details **Order Details**

<p>Account Number: A-1828 Customer: Orange Police Department (NJ) Sales Rep: Salesforce Administrator</p>	<p>Order #: Q-151799 Order Date: 1/1/2023 Valid Until: 1/1/2023 Subscription Start Date: 1/1/2023 Subscription Term (months): 12</p>
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Customer Contact

<p>Billing Contact: Orange Police Department (NJ) Michelle Nunez Address: Freddie Polhill Law & Justice Complex 29 Park Street Orange, NJ 07050</p>	<p>Billing Contact Email: michelle.nunez@orangenjpolice.com Phone: (908) 494-0236 Fax:</p>
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Payment Terms

Payment Term: Net 60 **Notes:** User tier 150-174
PO Number:

Subscription Service

Item	Type	Start Date	End Date	Qty	Total
PowerPolicy Professional Subscription	Recurring	1/1/2023	12/31/2023	174	\$8,179.17
A policy and compliance management platform that lets you create, edit, organize, and distribute content from a secure, cloud-based site. Included are key features such as automatic workflows, signature capture and tracking, side-by-side comparison, Public-Facing Documents, PowerDMS University, and Analytics for advanced reporting.					
Legacy Training Included	Recurring	1/1/2023	12/31/2023	174	\$0.00
A training solution that lets you create, deliver, and track training content online, including videos and PowerPoint presentations. It integrates with PowerDMS Select and Professional, giving you the ability to attach policies to training courses while ensuring version control. This is granted to legacy customers					
TOTAL:					\$8,179.17

This price does not include any sales tax.

Additional Terms and Conditions

Payment Terms All invoices issued hereunder are **due upon the invoice due date**. The fees set forth in this Service Order are exclusive of all applicable taxes, levies, or duties imposed by taxing authorities and Customer shall be responsible for payment of any such applicable taxes, levies, or duties. All payment obligations are non-cancellable, and all fees paid are non-refundable.

Terms & Conditions Unless otherwise agreed in a written agreement between GovernmentJobs.com, Inc. (D/B/A/ NEOGOV), parent company of PowerDMS, Inc., Cuehit, Inc., Ragnasoft LLC (D/B/A/ PlanIT Schedule), and Design PD, LLC (D/B/A Agency360) (collectively, "NEGOV") and Customer, this Service Order and the services to be furnished pursuant to this Service Order are subject to the terms and conditions set forth here: <https://www.neogov.com/service-specifications>. The Effective Date (as defined in the terms and conditions) shall be the Subscription Start Date.

Accepted and Agreed By Authorized Representative of:
Orange Police Department (NJ)

Signature: _____

Printed Name: _____

Title: _____

Date _____

Dwayne D. Warren, Esq.
Mayor

Joyce L. Lanier
City Clerk

Approved as to Form and Sufficiency

Gracia R. Montilus
City Attorney

Date

THE INFORMATION AND PRICING CONTAINED IN THIS SERVICE ORDER IS STRICTLY CONFIDENTIAL