

**CITY COUNCIL****The City of Orange Township, New Jersey**DATE November 8, 2023, 2023NUMBER 438-2023

**TITLE: A RESOLUTION TO AMEND RESOLUTION 19-2023 ENTITLED "A RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT TO STORAGE ENGINE, INC., ON SHEILA DRIVE BUIDLING 6-A, TINTON FALLS, NJ 07724-2658 TO PURCHASE SOFTWARE LICENSE, PRODUCT MAINTENANCE AND THE CONTINUATION OF DIGITIZED SCANNING SERVICES OF FILES ARCHIVED IN THE OFFICE OF THE CITY CLERK OF THE CITY OF ORANGE TOWNSHIP IN AN AMOUNT NOT TO EXCEED \$25,000.00 FROM JANUARY 1, 2023 TO DECEMBER 31, 2023 UNDER THE DELL STATE CONTRACT NJ 20-TWLW-01510 (T3121) TIER 3" TO INCREASE THE DO NOT EXCEED AMOUNT TO \$35,013.99 AND TO AUTHORIZE THE EXECUTION OF AN AMENDED CONTRACT.**

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

**WHEREAS**, a determination was made that there is a need to digitally preserve City of Orange Township records in the Clerk's Office to avoid water damage to records; and

**WHEREAS**, on January 17, 2023, the City Council of the City of Orange Township passed Resolution No. 19-2023 which authorized the execution of a contract with Storage Engine, Inc. through the Dell State Contract (#NJ 20-TELE01510 (T3121) Tier 3) to provide digitized scanning services of files for the Office of the City Clerk of the City of Orange Township in an amount not to exceed \$25,000.00; and

**WHEREAS**, subsequent to the passage of Resolution No. 19-2023, it has been determined that additional labor and costs will be required to complete the scanning project; and

**WHEREAS**, the City has received a proposal from Storage Engine, Inc. reflecting that an additional \$10,013.99 is required to complete the scanning project; and

**WHEREAS**, a determination has been made that it is in the best interests of the City to increase the contract amount with Storage Engine, Inc. to ensure completion of the scanning project.

**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 are available for this purpose in Account No. 3-01-20-120-000-528

**NOW, THEREFORE, BE IT RESOLVED** that Resolution No. 19-2023 is hereby amended to increase the do not exceed amount for the City's contract with Storage Engine, Inc. to \$35,013.99.

**BE IT FURTHER RESOLVED** that the Mayor is authorized to execute an amended contract with Storage Engine, Inc. to reflect the new do not exceed amount of \$35,013.99.

  
D. M. FRAH

**Adopted:**

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**Joyce L. Lanier**  
**City Clerk**

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**Tency A. Eason**  
**Council President**