



BOROUGH OF HIGHLANDS
 COUNTY OF MONMOUTH

RESOLUTION 21-71

AUTHORIZING PURCHASE OF ELECTRONIC DOCUMENT MANAGEMENT SERVICES

WHEREAS, pursuant to N.J.S.A. 40A:11-12 and N.J.S.A. 52:34-6.2, the Borough may by resolution and without advertising for bids, purchase any goods or services using a nationally-recognized and accepted cooperative purchasing agreement that has been developed utilizing a competitive bidding process by another contracting unit; and

WHEREAS, the Borough of Highlands has the need for document management services; and

WHEREAS, the Borough of Highlands wishes to authorize a Contract with FileBank, Inc., Contract No. KPN IFB #201701-01 for document management services; and

WHEREAS, FileBank, Inc. is an authorized vendor under Contract No. KPN IFB #201701-01; and

WHEREAS, FileBank, Inc. has submitted a proposal dated March 1, 2021 in the amount of \$16,182.50 for the document management services; and

WHEREAS, the Chief Financial Officer has determined that sufficient funds are available using budget # 1-01-26-310-000-123 in an amount not to exceed \$16,182.50.

NOW, THEREFORE, BE IT RESOLVED, that the Borough of Highlands authorizes the purchase of document management services with FileBank, Inc. and that the Borough Administrator is authorized to execute an Agreement in a form to be reviewed and approved by the Borough Attorney in an amount not to exceed \$16,182.50.

Motion to Approve R-21-71:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN			X			
MAZZOLA		X	X			
MELNYK			X			
OLSZEWSKI			X			
BROULLON	X		X			

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: March 3, 2021

Michelle Hutchinson Acting Municipal Clerk
 Borough of Highlands