

RESOLUTION

AWARDING NON-FAIR AND OPEN CONTRACT FOR AN EXTRAORDINARY, UNSPECIFIABLE SERVICE FOR ANNUAL SOFTWARE MAINTENANCE SUBSCRIPTION FOR BILLING, WORKORDERS, ACCOUNTING AND PAYROLL

No. 25-11-B

WHEREAS, the Washington Township Municipal Utilities Authority ("Authority") authorized the purchase of MCSJ Software in 2011 for Utility Billing, Financial Accounting and Customer Work Orders ("Software"); and

WHEREAS, the Authority implemented payroll services within the MCSJ Suite of Software in 2024; and

WHEREAS, the Authority has the need to continue the annual software maintenance subscription for 2026 with Edmunds GovTech; and

WHEREAS, N.J.S.A. 40A:11-5(1)(a)(ii) of the Local Public Contracts Law ("LPCL") exempts such Extraordinary Unspecifiable Services (EUS) from competitive bidding; and

WHEREAS, the Qualified Purchasing Agent (QPA) has filed a certificate with the Authority describing the nature of the work to be done; stating that is not reasonably possible to draft specifications; describing the informal solicitation of quotations; and describing in detail why the contract will meet applicable provisions of the statute. This resolution, the QPA's Certification and the contract of procurement will be available for public inspection; and

WHEREAS, this is an award of a non-fair and open contract in accordance with N.J.S.A. 19:44A-20.5 and as required thereby: (1) the QPA has determined and hereby provides written certification that the value of the contract exceeds \$17,500, (2) Edmunds GovTech will submit a Business Disclosure Certification before contract award which certifies that Edmunds GovTech has not made any reportable contributions to a political or candidate committee in the Township of Washington in the previous year, and (3) the Contract will prohibit Edmunds GovTech from making any reportable contributions through the term of the contract; and

WHEREAS, the Executive Director hereby certifies that adequate funds are available for this purpose; and,

NOW, THEREFORE, BE IT RESOLVED by the **Washington Township Municipal Utilities Authority**:

(1) Upon receipt of the Business Entity Disclosure Form, the Executive Director is hereby authorized and directed to renew the Annual software maintenance subscription for 2026 with Edmunds GovTech, per the attached rate.

(2) A copy of this Resolution, the Qualified Purchasing Agent's Certification and the Contract engaging Edmunds GovTech shall be kept on file and available for public inspection at the office of the WTMUA, 46 East Mill Road, Long Valley, New Jersey.

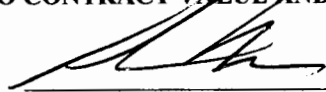
(3) This contract are made without competitive bidding as a "Extraordinary, Unspecifiable Service" in accordance with N.J.S.A. 40A:11-5(1)(a)(ii) of the Local Public Contracts Law, because it involves specifications that are undeterminable in nature due to the limited number of suppliers and the diversity of the software options and functionality that each supplier provides as well as

customer support requirements which are dependant on the relationship with the current meter provider and the Washington Township Tax Office.

(4) A notice of this action shall be printed in the Authority's Official Newspaper within ten (10) days of the passage of this resolution.

(5) This Resolution shall take effect immediately upon passage according to law.

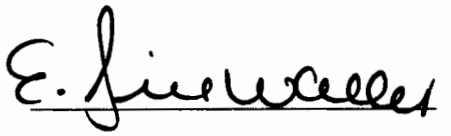
CERTIFIED AS TO CONTRACT VALUE AND FUNDS AVAILABILITY


Executive Director

DATED: November 5, 2025

ATTEST:

WASHINGTON TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY


E. Jill Waller, Executive Secretary
Walter Cullen, Chairman

Motion to approve this resolution was made by Mr. Sehnal and seconded by
Mr. Drake. Motion was carried by the following Roll Call Vote:

VOTE	Cullen	Napolitano	Drake	Sehnal	Sparone	Caetano	McLain
AYE	✓	✓	✓	✓	✓		✓
NAY							
ABSTAIN							
ABSENT						✓	
INELIGIBLE							

**STANDARD CERTIFICATION DECLARATION FOR AN EXTRAORDINARY
UNSPECIFIABLE SERVICE**

TO: Members of the Governing Body

FROM: *Jill Waller, QPA, Executive Secretary*

DATE: 10/01/2025

SUBJECT: This is a contract for Annual Software Maintenance Subscription

This is to request your approval of a resolution authorizing a contract to be executed as follows:

Firm: Edmunds GovTech

Cost: \$17,892.14

Duration: January 1 – December 31, 2026

Purpose: Maintenance subscription for billing, work orders, accounting and payroll software

This is to request an award of a contract without the receipt of formal bids as an Extraordinary Unspecifiable

Service [N.J.S.A. 40A:11-5(1)(a)(ii) and N.J.A.C. 5:34-2.3(b)]. I do hereby certify to the following:

1. Provide a clear description of the nature of the work to be done.

Maintenance subscription provides access to software, updates, technical support and customer account access on website.

2. Describe in detail why the contract meets the provisions of the statute and rules:

This is for software maintenance

3. The service(s) is of such a specialized and qualitative nature that the performance of the service(s) cannot be reasonably described by written specifications because:

This software is proprietary to the manufacturer who will not provide specifications to allow another company to provide webhosting, upgrades or technical support.

4. Describe the informal solicitation of quotations:

Quote provided by manufacturer per terms of initial contract.

5. I have reviewed the rules of the Division of Local Government Services pursuant to N.J.A.C. 5:34-2.1 et seq. and certify that the proposed contract may be considered an extraordinary unspecifiable service in accordance with the requirements thereof.

Respectfully,

Name E. Jill Waller
E. Jill Waller, QPA

Title: Executive Secretary