

**RESOLUTION # 21-043
ADDITIONAL THREE (3) MONTH CONTRACT EXTENSION
WITH SOURCELINK
BID2017-49**

THE AGREEMENT made this 4TH day of FEBRUARY 2021, by and between the **CITY OF TRENTON**, a municipal corporation, of the State of New Jersey, with principal offices located at **319 EAST STATE STREET, TRENTON, NEW JERSEY 08608** (hereinafter the "City") and **SOURCELINK, 3303 WEST TECH ROAD, MIAMISBURG, OHIO 45342** (hereinafter "CONTRACTOR")

WHEREAS, Resolution No. 17-660 awarded a contract on September 21, 2017 to Sourcelink, 3303 West Tech Road, Miamisburg, Ohio 45342 for Printing and Mailing Services for Regular, Final and Corrected Billing in an amount not to exceed \$157,276.47 with an option to extend two (2) one (1) year options for the City of Trenton, Department of Water and Sewer, Division of Billing; and

WHEREAS, Resolution 18-696 exercised the option to extend the contract on October 18, 2018 to Sourcelink, 3303 West Tech Road, Miamisburg, Ohio 45342 for Printing and Mailing Services for Regular, Final and Corrected Billing in an amount not to exceed \$152,695.60 and for the second (2) year in an amount not to exceed \$157,276.47 for the City of Trenton, Department of Water and Sewer, Division of Billing; and

WHEREAS, The City of Trenton, Department of Water and Sewer, Division of Water Billing has advertised the new procurement process and the bids received must be reviewed for procurement, a recommendation of award must be made, a resolution adopted, and a new contract must be in place; and

WHEREAS, pursuant to N.J.S.A. 40A:11-15 provides that service contracts may be extended for no more than (1) one two-year or (2) two one-year extensions; and

WHEREAS, The City of Trenton, Department of Water and Sewer, Division of Water Billing has determined that the vendor has performed its services in a satisfactory manner and it is in the best interest of the City to extend the contract for an additional three (3) months from October 4, 2020 to December 2020 until a new procurement has been awarded to Sourcelink, 3303 West Tech Road, Miamisburg, Ohio 45342 in an amount not to exceed \$38,617.09; and

WHEREAS, the City of Trenton has determined that Sourcelink, 3303 West Tech Road, Miamisburg, Ohio 45342 has performed its services in a satisfactory manner and it is in the best interest of the City to extend the contract for Printing and Mailing Services for Regular, Final and Corrected Billing for the City of Trenton, Department of Water and Sewer, Division of Water Billing; and

NOW THEREFORE, the parties mutually agree as follows:

1. The amount of the agreement shall be funds in an amount not to exceed \$38,617.09 for the City of Trenton, Department of Public Works, Division of Public Property for an additional three (3) months from October 4, 2020 to December 2020.
2. The Mayor is hereby authorized to exercise the option to extend the contract for an additional three (3) months from October 4, 2020 to December 2020 with Sourcelink, 3303 West Tech Road, Miamisburg, Ohio 45342 in an amount not to exceed \$38,617.09 Printing and Mailing Services for Regular, Final and Corrected Billing for the City of Trenton, Department of Water and Sewer, Division of Water Billing for the said purposes in the manner prescribed by law.

IN WITNESS WHEREOF, the parties have hereunto set their bands and seals the day and year first above written.

ATTEST:

CITY OF TRENTON

Witness:




**MATTHEW H. CONLON, RMC
MUNICIPAL CLERK**

2/23/2021
DATE



W. REED GUSCIORA, MAYOR

February 12, 2021
DATE


**SOURCELINK,
3303 WEST TECH ROAD
MIAMISBURG, OHIO 45342**

RESOLUTION

No. 21-043

Date of Adoption February 4, 2021

Approved as to Form and Legality

Factual content certified by

CITY ATTORNEY

MARK LAVENBERG, DIRECTOR OF THE DEPARTMENT OF WATER AND SEWER

Councilman /woman

CALDWELL - WILSON

presents the following Resolution:

RESOLUTION AUTHORIZING AN ADDITIONAL THREE (3) MONTH CONTRACT EXTENSION TO SOURCELINK TO CONTINUE TO PROVIDE PRINTING AND MAILING SERVICES FOR REGULAR, FINAL AND CORRECTED BILLING FOR DIVISION OF WATER BILLING IN AN AMOUNT NOT TO EXCEED \$38,617.09

WHEREAS, Resolution No. 17-660 awarded a contract on September 21, 2017 to Sourcelink, 3303 West Tech Road, Miamisburg, Ohio 45342 for Printing and Mailing Services for Regular, Final and Corrected Billing in an amount not to exceed \$157,276.47 with an option to extend two (2) one (1) year options for the City of Trenton, Department of Water and Sewer, Division of Billing; and

WHEREAS, Resolution 18-696 exercised the option to extend the contract on October 18, 2018 to Sourcelink, 3303 West Tech Road, Miamisburg, Ohio 45342 for Printing and Mailing Services for Regular, Final and Corrected Billing in an amount not to exceed \$152,695.60 and for the second (2) year in an amount not to exceed \$157,276.47 for the City of Trenton, Department of Water and Sewer, Division of Billing; and

WHEREAS, The City of Trenton, Department of Administration, Division of Purchasing has advertised the new procurement process and the bids received must be reviewed for procurement, a recommendation of award must be made, a resolution adopted, and a new contract must be in place; and

WHEREAS, it is in the best interest of the City of Trenton to extend the contract for an additional three (3) month extension to Sourcelink, 3303 West Tech Road, Miamisburg, Ohio 45342 to continue to provide Printing and Mailing Services for Regular, Final and Corrected Billing from October 4, 2020 to December 31, 2020 until the new procurement has been awarded; and

WHEREAS, funds in an amount not to exceed \$38,617.09 have been certified to be available in account number: 1-05-55- -5500-852-002 from October 4, 2020 to December 31, 2020.

NOW, THEREFORE, IT IS RESOLVED, by the City Council of the City of Trenton that the Mayor is hereby authorized to extend the contract for an additional three (3) month period with Sourcelink, 3303 West Tech Road, Miamisburg, Ohio 45342 in an amount not to exceed \$38,617.09 for the City of Trenton, Department of Water and Sewer, Division of Billing for the said purposes in the manner prescribed by law.

	Aye	Nay	Abstain	Absent		Aye	Nay	Abstain	Absent		Aye	Nay	Abstain	Absent
BLAKELEY	✓				MUSCHAL	✓				MCBRIDE	✓			
CALDWELL WILSON	✓				RODRIGUEZ	✓								
HARRISON	✓				VAUGHN	✓								

This Resolution was adopted at a Meeting of the City Council of the City of Trenton on February 4, 2021

Kathy McBrink
President of Council

[Signature]
City Clerk

RESOLUTION

No. 18-696

Date of Adoption OCT 18 2018

Approved as to Form and Legality

Factual content certified by

CITY ATTORNEY

DR. SHING-FU HSUEH, P.H.D., P.E., P.P., UTILITY DIRECTOR

Councilman/woman

presents the following Resolution:

RESOLUTION EXERCISING THE OPTION TO EXTEND THE CONTRACT FOR ONE (1) YEAR AWARDED TO SOURCELINK, 3303 WEST TECH ROAD, MIAMISBURG, OHIO 45342 FOR PRINTING AND MAILING SERVICES FOR REGULAR, FINAL AND CORRECTED BILLING AT TRENTON WATER WORKS UTILITY IN AN AMOUNT NOT TO EXCEED \$157,276.47 – BID 2017-49

WHEREAS, Resolution No. 17-660 awarded a contract on September 21, 2017 to Sourcelink, 3303 West Tech Road, Miamisburg, Ohio 45342 for Printing and Mailing Services, for Regular, Final and Corrected Billing for a period of one (1) year in an amount not to exceed \$157,276.47 with an option to extend two (2) one (1) year options for the City of Trenton, Trenton Water Utility; and

WHEREAS, pursuant to N.J.S.A. 40A:11-15 provides that service contracts may be extended for no more than (1) one two-year or (2) two one-year extensions; and

WHEREAS, The City of Trenton, Trenton Water Utility has determined that the vendor has performed its services in a satisfactory manner and it is in the best interest of the City to extend the contract for a period of one (1) year to Sourcelink, 3303 West Tech Road, Miamisburg, Ohio 45342 in an amount not exceed \$157,276.47; and

WHEREAS, funds in an amount not to exceed \$157,276.47 for the option to extend year two (2) have been certified to be available in account number: 09-05- -55-5500-852 contingent upon the adoption FY'2019 temporary and or final budget.

NOW, THEREFORE, IT IS RESOLVED, by the City Council of the City of Trenton that the Mayor is hereby authorized to exercise the option to extend the contract for one (1) year with Sourcelink, 3303 West Tech Road, Miamisburg, Ohio 45342 in an amount not to exceed \$157,276.47 for the City of Trenton, Trenton Water Utility for the said purposes in the manner prescribed by law.

	Aye	Nay	Abstain	Absent		Aye	Nay	Abstain	Absent		Aye	Nay	Abstain	Absent
BLAKELEY	<input checked="" type="checkbox"/>				MUSCHAL	<input checked="" type="checkbox"/>				MCBRIDE	<input checked="" type="checkbox"/>			
CAI DWELL	<input checked="" type="checkbox"/>				RODRIGUEZ		<input checked="" type="checkbox"/>							
WILSON	<input checked="" type="checkbox"/>				VAUGHN	<input checked="" type="checkbox"/>								
HARRISON	<input checked="" type="checkbox"/>													

This Resolution was adopted at a Meeting of the City Council of the City of Trenton on OCT 18 2018

Kathy McBride
President of Council

[Signature]
City Clerk

RESOLUTION

17-660

No. _____

Date of Adoption

SEP 21 2017

Approved as to Form and Legality

ACTING CITY ATTORNEY

Fact and content certified by

MERKLE CHERRY, JR., DIRECTOR OF PUBLIC WORKS

Councilman /woman

presents the following Resolution:

RESOLUTION ACCEPTING A BID AND AWARDING A CONTRACT TO SOURCELINK, 3303 WEST TECH ROAD, MIAMISBURG, OHIO 45342 FOR PRINTING AND MAILING SERVICES FOR REGULAR, FINAL AND CORRECTED BILLING AT TRENTON WATER UTILITY IN AN AMOUNT NOT TO EXCEED \$152,695.60- BID2017-49

WHEREAS, five (5) sealed bids were received on June 29, 2017 for Printing and Mailing Services, for Regular, Final and Corrected Billing for a period of one (1) year with an option to extend two (2) one (1) year options for the City of Trenton, Department of Public Works, Trenton Water Utility; and

WHEREAS, the bid of SourceLink, 3303 W. Tech Rd., Miamisburg, OH 45342 made pursuant to advertisement, be and is hereby accepted, as the legally lowest, responsive, responsible bidder complying with terms and specifications on file in the Division of Purchasing; and

WHEREAS, funds in an amount not to exceed \$152,695.60 for year one (1) have been certified to be available in the following account number: 8-05- -55-5500-852-002 contingent upon the adoption FY'2018 final budget; year two (2) in an amount not to exceed \$157,276.47 and year three (3) in an amount not to exceed \$161,944.04 contingent upon the adoption of FY'19 and FY'20 temporary/final budget.

NOW, THEREFORE, IT IS RESOLVED, by the City Council of the City of Trenton that the Mayor is hereby authorized to execute a contract with SourceLink, 3303 W. Tech Rd., Miamisburg, OH 45342 for Printing and Mailing Services, for Regular, Final and Corrected Billing for a period of one (1) year with an option to extend two (2) one (1) year options for the City of Trenton, Department of Public Works, Trenton Water Utility for the said purposes in the manner prescribed by law.

	Aye	Nay	Abstain	Absent		Aye	Nay	Abstain	Absent		Aye	Nay	Abstain	Absent
BETHEA	✓				HOLLY WARD	✓				CHESTER	✓			
CALDWELL WILSON	✓				MUSCHAL	✓								
HARRISON	✓				REYNOLDS JACKSON	✓								

This Resolution was adopted at a Meeting of the City Council of the City of Trenton on

SEP 21 2017

President of Council

City Clerk