



City Council Report

Date: December 2, 2024
To: City Council
Through: Michael Kennington, Deputy City Manager/Chief Financial Officer
From: Edward Quedens, Business Services Director
Kristy Garcia, Procurement Administrator
Subject: Four-Year Term Contract with Six-Year Renewal Options for NJBSOFT Sampling and Monitoring (SAMS) Solutions and Subscriptions **(Funded by Water & Wastewater Enterprise & Greenfield Joint Venture O&M Funds) (Sole Source) (Citywide)**

Recommendation

Council is requested to approve the award as recommended.

A committee representing the Water Resources Department and Procurement Services evaluated responses. The evaluation committee recommends awarding the contract to the single, responsive, and sole source vendor, NJBSoft, LLC. at \$300,000 annually, with an annual increase allowance of up to 5% or the adjusted Consumer Price Index.

Background / Discussion

The City currently has a contract with NJBSoft, LLC. for a hosted management software solution for air quality compliance, cross-connection compliance, water compliance, and wastewater compliance. The software ensures that the City is maintaining all the Federal, State, County, and local mandated requirements of the programs. The City has been utilizing these software compliance modules for several years. This contract is for the ongoing subscription for this product. The subscription service is needed to continue with this reporting software as well as to add new modules as they become available.

Staff issued a Request for Proposal (RFP) to all registered and known NJBSoft SAMS Solutions and Subscription providers. One (1) proposal was received. The proposal was evaluated by a committee and was found to be responsive to the requirements of the RFP. The proposal from NJBSoft, LLC. is being recommended for award. The evaluation committee unanimously agreed on the recommendation.

NJBSoft, LLC. is the manufacturer and owner of the SAMS compliance software modules and annual hosted subscription service. NJBSoft, LLC. is the only firm that can provide the solution, licensing, updates, and upgrades.

Purchase Information

Action: Award

Procurement Type: Request for Proposals

Contract Number: 2025061

Local Consideration: Policy did not apply to this procurement method

Protests Received: None

Initial Contract Term: Four (4) years

Possible Renewals: Up to a maximum of six (6) years subject to Administrative review and approval

Funding Source: Water and Wastewater Enterprise & Greenfield Joint Venture O&M Funds

Bid or Proposal Responses

NJBSoft, LLC – Phoenix, AZ (Recommended)