

Evaluation Report

To: Mayor and Board of Commissioners of the Town of West New York

Date: December 9, 2009

Preface:

The Town of West requires the use of a computer consultant to provide the following activities:

- File server management
- Workstation Management
- General consultant /IT services
- Network status advisement
- Provide recommendations of software and hardware
- Provide continual updating of Hardware and Software lists

An evaluation Committee was appointed by the Municipal Administrator of the following employees

Joseph McConnell – Municipal Administrator

Janet Passante – Chief of Staff

Gerald Lange – Commissioner – Revenue and Finance

A Request for Proposal (RFP) was advertised in the Jersey Journal and on the Town's website on and distributed to the Committee.

Findings:

The committee all agreed on that, although the only bidder, that United Computer clearly indicated that they possess the following:

1. Ability to meet the technical requirements of the RFP.
2. Superior Complete knowledge of the subject matter
3. Ability to meet the technical criteria
4. Since the vendor is the past vendor for 2 years the committee felt comfortable with its past performance and qualifications.

Joseph McConnell

Date

Janet Passante

Janet Passante

12/9/09

Date

Gerald Lange

Date