

CITY OF VENTNOR
RESOLUTION 036 OF 2018

**RESOLUTION OF THE CITY OF VENTNOR, COUNTY OF ATLANTIC,
STATE OF NEW JERSEY AUTHORIZING A SHARED SERVICES AGREEMENT WITH
ATLANTIC COUNTY UTILITIES AUTHORITY AND THE CITY OF VENTNOR
FOR DIGITAL MEDIA CONSULTING SERVICES**

WHEREAS, the City of Ventnor needs Social Media and Web Site assistance; and

WHEREAS, the City of Ventnor wishes to enter an agreement with the Atlantic County Utilities Authority in creating and managing digital content for its online presence including the City's Social Media Profiles and Official Website.

WHEREAS, the following services will be provided: Preparing the quarterly newsletter, Maintain Ventnor's Social Media presence, which includes creating or editing content and graphics and posting a minimum of once per day to Ventnor's existing and future social media pages (Facebook, Twitter, etc.) and Research and follow news concerning Ventnor to inform social media and website posts and Liaise with Ventnor Administration and commissioners to respond to online requests and comments by residents and Update website content as needed and review website for broken links, misspellings, and errors and Research and share best-practices for government social media and websites.


NOW, THEREFORE, BE IT RESOLVED that the Mayor and the Commissioners of the City of Ventnor City herein authorize such shared services agreement with the Atlantic County Utilities Authority.

BE IT FURTHER RESOLVED said agreement will be for one-year effective January 1, 2018.

BE IT FURTHER RESOLVED the City of Ventnor shall compensate the Atlantic County Utilities Authority at the rate of \$19.00 per hour along with a fee of \$2,000.00 newsletter change for a total not to exceed **\$11,880.00 per year**; and

BE IT FURTHER RESOLVED that a certificate of Availability of Funds issued by the Municipal Chief Financial Officer states that there are available and sufficient legally appropriated funds in 8-01-20-140-236 (IT – Professional Services) for the purpose of this contract. If the certification is for less than the full contract amount then payment of the balance of the contract amount is contingent upon appropriation of sufficient funds in the 2018 permanent budget. A copy of the Chief Financial Officer's certification(s) shall be filled with the shall be filled with the City Clerk with the original of this resolution.

Members of the Board of Commissioners
of the City of Ventnor City, NJ


Mayor Beth Holzman


Commissioner H. Timothy Kriebel


Commissioner Lance B. Landgraf, Jr

I. LISA H. HAND, City Clerk of the CITY OF VENTNOR CITY, do hereby certify that the foregoing

- BID
- RFP
- OTHER

- Contingent
- 25% 26.25%
- Balance
- Full

CERTIFICATION OF FUNDS

CONTRACTOR: Atlantic County Utilities Authority

PURPOSE: Shared Services Agreement – Digital Media Consulting Services

TERM: One (1) Year – 2018

AMOUNT: Maximum Amount of \$11,880.00

PAYMENT METHOD: LUMP SUM PROGRESS PERIODIC (Specify) _____

Funds for the above contract have been budgeted as follows:

ACCOUNT NUMBER	ACCOUNT TITLE	MAXIMUM AMOUNT (26.25%)	TEMPORARY APPROPRIATION	AMOUNT AVAILABLE
8-01-20-140-236	IT – Other Professionals	\$3,120.60	\$4,674.00	\$4,674.00

I, the Chief Financial Officer of the City of Ventnor hereby certify that:

- () There are currently available appropriated funds in ordinance _____ for payment on the above contract as noted above.
- () There are currently available appropriated funds in the 20 18 temporary budget for payment on the above contract as noted above.
- () Payment for the balance of the contract from _____ to 20 is contingent upon the appropriation and encumbrance of sufficient funds in the final budget for 20 _____. Upon adoption of the final budget, supplementary certifications of funds shall be filed with the Clerk of the commission as required by law.
- () Payment on the above contract in the amount of \$ _____ which shall be payable during the future fiscal year(s) from _____ to _____ is contingent upon appropriation and encumbrance of sufficient funds in the temporary and final budgets for 20 _____. Upon adoption of the temporary and final budgets for 20 _____ supplementary certifications of funds shall be filed with either the Clerk of the Commission as required by law.

() The reduction of the above contract has been unencumbered and made available for expenditure for other purposes

Toro Abdelfattah _____ 1/11/2018
 Toro Abdelfattah, Treasurer/CFO Date

Resolution #36

- BID
- RFP
- OTHER

- Contingent
- 25%
- Balance
- Full

CERTIFICATION OF FUNDS

CONTRACTOR: Atlantic County Utilities Authority

PURPOSE: Shared Services Agreement – Digital Media Consulting Services

TERM: One (1) Year – 2018

AMOUNT: Maximum Amount of \$11,880.00

PAYMENT METHOD LUMP SUM PROGRESS PERIODIC (Specify) _____

Funds for the above contract have been budgeted as follows:

ACCOUNT NUMBER	ACCOUNT TITLE	MAXIMUM AMOUNT (73.75%)	TOTAL APPROPRIATION	AMOUNT AVAILABLE
8-01-20-140-236	IT – Other Professionals	\$8,759.40	\$42,000.00	\$38,879.40

I, the Chief Financial Officer of the City of Ventnor hereby certify that:

- () There are currently available appropriated funds in ordinance _____ for payment on the above contract as noted above
 - () There are currently available appropriated funds in the 20 18 budget for payment on the above contract as noted above.
- Payment for the balance of the contract from _____ to _____ 20____ is contingent upon the appropriation and encumbrance of sufficient funds in the final budget for 20____. Upon adoption of the final budget, supplementary certifications of funds shall be filed with the Clerk of the commission as required by law.
- () Payment on the above contract in the amount of \$ _____ from _____ to _____ is contingent upon the future fiscal year(s) of sufficient funds in the temporary and final budgets for 20____. Upon adoption of the temporary and final budgets for 20____ supplementary certifications of funds shall be filed with either the Clerk of the Commission as required by law.

- () The reduction of the above contract has been unencumbered and made available for expenditure for other purposes



 Torb Appenderin, Treasurer/CFO

_____ 4/26/2018

 Date