

County of Passaic

Board of County Commissioners



OFFICE OF COUNTY COMMISSIONERS

Director Cassandra "Sandi" Lazzara
Deputy Director Orlando Cruz
John W. Bartlett
Rodney De Vore
Bruce James
Michael Ramaglia
Christina Schratz

401 Grand Street
Paterson, New Jersey 07505
Tel: 973-881-4402
Fax: 973-742-3746

Matthew P. Jordan, Esq.
Administrator
Nadege D. Allwaters, Esq.
County Counsel
Louis E. Imhof
Clerk Of The Board

Date: Mar 10, 2026 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING THE PURCHASE OF COMPUTER SOFTWARE FROM SHI INTERNATIONAL CORP. FOR THE MANAGEMENT OF REQUESTS UNDER THE OPEN PUBLIC RECORDS ACT, PURSUANT TO N.J.S.A. 40A:11-10, ET SEQ.

THIS RESOLUTION WAS REQUESTED BY:
ADMINISTRATION

REVIEWED BY:

Matthew P. Jordan, Esq.
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.
COUNTY COUNSEL

Administration and Finance
COMMITTEE NAME

Official Resolution#	
Meeting Date	3/10/2026
Introduced Date	3/6/2026
Adopted Date	
Agenda Item	2.
CAF#	6-01-20-102-001-233
Purchase Req. #	
Result	

RESOLUTION AUTHORIZING THE PURCHASE OF COMPUTER SOFTWARE FROM SHI INTERNATIONAL CORP. FOR THE MANAGEMENT OF REQUESTS UNDER THE OPEN PUBLIC RECORDS ACT, PURSUANT TO N.J.S.A. 40A:11-10, ET SEQ.

WHEREAS, the County of Passaic (“County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

WHEREAS, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic (“Board”) is vested with managing the property, finances, and affairs of the County; and

WHEREAS, pursuant to N.J.S.A. 40A:11-10, et seq., the governing bodies of two or more contracting units may provide by joint agreement for the provision and performance of goods and services for use by their respective jurisdictions; and

WHEREAS, by virtue of Resolution No. R20170119, the County entered into the New Jersey Cooperative Purchasing Alliance (Bergen County) # 11-BCCPS, which awarded a contract to multiple vendors for Computer Equipment & Peripherals, Contract #CK04, Subcontract #24-38, including SHI International Corp., a New Jersey corporation engaged in the business of information technology services, cloud computing services, and hardware services; and

WHEREAS, the County received a quote from SHI International, Corp. dated February 5, 2026, attached hereto and made part of this Resolution, for the purchase of Granicus computer software (FOIA and contract tracking modules), in the amount of forty-eight thousand three hundred eighteen dollars and twenty-six cents (\$48,318.26), in accordance with New Jersey Cooperative Purchasing Alliance Contract #CK04, Subcontract #24-38, which is being recommended to the Board for approval; and

WHEREAS, pursuant to N.J.S.A. 52:32-60-1, et seq., SHI International Corp. executed the Non-Involvement in Prohibited Activities in Russia or Belarus Certification, attached hereto and made part of this Resolution, certifying the vendor is not involved in prohibited activities in Russia and Belarus, and the County confirmed SHI International Corp. is not identified on the Specially Designated Nationals and Blocked Persons list created by the Office of Foreign Assets Control; and

WHEREAS, funds are available in Account No. 6-01-20-102-001-233 or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2026 and/or subsequent County budget(s), which is attached hereto and made part of this Resolution; and

WHEREAS, this matter was discussed at the February 25, 2026 Administration and Finance Committee meeting, and is being recommended to the Board for approval.

NOW, THEREFORE, LET IT BE RESOLVED, pursuant to N.J.S.A. 40A:11-10, the Board of County Commissioners of the County of Passaic authorizes the purchase of Granicus computer software (FOIA and contract tracking modules) from SHI International, Corp. in the amount of forty-eight thousand three hundred eighteen dollars and twenty-six cents (\$48,318.26), in accordance with the quote dated February 5, 2026, and New Jersey Cooperative Purchasing Alliance Contract #CK04, Subcontract #24-38.

LET IT BE FURTHER RESOLVED, that the Clerk of the Board, County Counsel, Purchasing Agent, and Director of the Board are authorized to take any action necessary to carry out the purpose of this Resolution.