



## **VILLAGE OF DOBBS FERRY BOARD OF TRUSTEES AGENDA**

<b>MEETING DATE:</b> JULY 13, 2021
<b>AGENDA ITEM SECTION:</b> RESOLUTIONS
<b>AGENDA ITEM NO. :</b> 11
<b>AGENDA ITEM:</b> RESOLUTION AUTHORIZING THE INTERIM VILLAGE ADMINISTRATOR TO SIGN A ONE YEAR RENEWAL OF THE IMPACT RECORDS MANAGEMENT SYSTEM SERVICE AGREEMENT WITH CENTRAL SQUARE IN THE SUM OF \$16,428.30/YEAR, EFFECTIVE AUGUST 1, 2021
<b>ITEM BACKUP DOCUMENTATION:</b> <ul style="list-style-type: none"><li>1. MEMORANDUM DATED 7/6/2021 FROM CHIEF MANUEL GUEVARA TO MAYOR ROSSILLO, THE BOARD OF TRUSTEES, RICHARD LEINS/INTERIM VILLAGE ADMINISTRATOR AND JEFF CHUHTA/VILLAGE TREASURER</li><li>2. CENTRAL SQUARE RENEWAL ORDER</li><li>3. DRAFT RESOLUTION</li></ul>

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2. CENTRAL SQUARE RENEWAL ORDER
3. DRAFT RESOLUTION



**POLICE DEPARTMENT**  
**VILLAGE OF DOBBS FERRY**  
112 Main Street • Dobbs Ferry, New York 10522  
Telephone (914) 693-5500 • Fax (914) 693-2040



**MANUEL R. GUEVARA**  
*Chief of Police*

To: Mayor Vincent Rossillo and Board of Trustees  
Richard Liens, Interim Village Administrator  
Jeff Chuhta, Village Treasurer

From: Manuel R. Guevara, Chief of Police

Re: Authorize the Interim Village Administrator to renew a service agreement with Central Square

Date: July 6, 2021

I am seeking permission to have the Interim Village Administrator sign and renew a service agreement with Central Square who provides maintenance for our records management system called Impact. The service agreement, will cover the period from August 1, 2021 and will expire on July 31, 2022 for the amount of \$16,428.30.

Central Square did increase their contract rate by 5% from last year; however this was accounted for and is included in our 2021-2022 fiscal budget in the Maintenance Contract line, A.3120.451.

I thank you for your assistance in this matter.



# CENTRAL SQUARE

Renewal Order prepared by:  
Katie Conyers  
katie.conyers@centralsquare.com

Renewal Order #: Q-47640  
Start Date: August 1, 2021  
End Date: July 31, 2022  
Billing Frequency: Yearly

Renewal Order prepared for:  
Robert Mazzei, Lt.  
Dobbs Ferry Village Police Department  
112 Main Street  
Dobbs Ferry, NY 10522  
914-231-8522

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## WHAT SOFTWARE IS INCLUDED?

PRODUCT NAME	QUANTITY	UNIT PRICE	TOTAL
Data Sharing Annual Maintenance Fee Maintenance Start 8/1/2021 - End 7/31/2022	1	2,135.70 USD	2,135.70 USD
Photo Capture Station License Annual Maintenance Fee Maintenance Start 8/1/2021 - End 07/31/2022	1	1,707.30 USD	1,707.30 USD
Field Reporting/Remote Access License Annual Maintenance Fee Maintenance Start 8/1/2021 - End 07/31/2022	11	5,797.05 USD	5,797.05 USD
Comnetix LiveScan/CardScan Interface Annual Maintenance Fee Maintenance Start 8/1/2021 - End 7/31/2022	1	863.10 USD	863.10 USD
RMS Enterprise Annual Maintenance Fee Maintenance Start 8/1/2021 - End 7/31/2022	1	5,925.15 USD	5,925.15 USD
Renewal Order Total:			16,428.30 USD

### Billing Information

Fees will be payable within 30 days of invoicing.

Please note that the Unit Price shown above has been rounded to the nearest two decimal places for display purposes only. The actual price may include as many as five decimal places. For example, an actual price of \$21.37656 will be shown as a Unit Price of \$21.38. The Total for this quote has been calculated using the actual prices for the product and/or service, rather than the Unit Price displayed above.

MORE INFORMATION AT [CENTRALSQUARE.COM](http://CENTRALSQUARE.COM)



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Katie Conyers  
katie.conyers@centralsquare.com

Prices shown do not include any taxes that may apply. Any such taxes are the responsibility of the Customer. This is not an invoice.

For customers based in the United States or Canada, any applicable taxes will be determined based on the laws and regulations of the taxing authority(ies) governing the "Ship To" location provided by Customer on the Renewal Order Form.

MORE INFORMATION AT [CENTRALSQUARE.COM](http://CENTRALSQUARE.COM)

**RESOLUTION \_\_\_\_-2021**

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE VILLAGE OF DOBBS FERRY  
AUTHORIZING THE INTERIM VILLAGE ADMINISTRATOR TO SIGN A ONE YEAR  
RENEWAL OF THE IMPACT RECORDS MANAGEMENT SYSTEM SERVICE AGREEMENT  
WITH CENTRAL SQUARE IN THE SUM OF \$16,428.30/YEAR, EFFECTIVE AUGUST 1, 2021**

RESOLVED, that the Board of Trustees hereby authorizes the Interim Village Administrator to sign a one year renewal of the impact records management system service agreement with Central Square in the sum of \$16,428.30/Year, effective August 1, 2021