



VILLAGE OF DOBBS FERRY BOARD OF TRUSTEES AGENDA

MEETING DATE: NOVEMBER 10, 2020

AGENDA ITEM SECTION: MATTERS REQUIRING ACTION

AGENDA ITEM NO. : 7

AGENDA ITEM: CONSIDER A MOTION TO AUTHORIZE THE CHIEF OF POLICE TO SIGN A CONTRACT WITH PowerDMS IN THE AMOUNT OF \$4,274.68

ITEM BACKUP DOCUMENTATION:

1. MEMORANDUM DATED NOVEMBER 3, 2020 FROM POLICE CHIEF MANUEL GUEVARA TO MAYOR ROSSILLO, THE BOARD OF TRUSTEES, MR. ED MANLEY/VILLAGE ADMINISTRATOR AND MR. JEFF CHUHTA/VILLAGE TREASURER
2. PowerDMS CONTRACT



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

Ed Manley, Village Administrator

Jeff Chuhta, Village Treasurer

From: Manuel R. Guevara, Chief of Police

Date: November 3, 2020

Re: Authorize the Chief of Police to sign PowerDMS prorated contract, Order # Q-114592

In an effort to increase transparency, efficiency and to reduce our dependency on paper to document and record this agency's DCJS Accreditation files, I am seeking authorization to sign the enclosed contract with PowerDMS. The annual contract amount is \$7328.34. The enclosed contract has been prorated through May 31, 2020 for an amount of \$4,274.68.

Contract Details

Account Number: A-235079

Customer: Dobbs Ferry Village Police Department (NY)

Sales Rep: Paige Kransberg

Order Details

Order #: Q-114592

Order Date: 11/1/2020

Valid Until: 10/16/2020

Subscription Term (months): 7

Customer Contact

Billing Contact: Dobbs Ferry Village Police Department (NY)

Manuel Guevara

Address: 112 Main St

Dobbs Ferry, NY 10522

Billing Contact Email: mguevara@dobbsferrypolice.com

Phone: (914) 231-8517

Fax:

Payment Terms

Payment Term:

PO Number:

Subscription Service

Notes:

YEAR-1

Item	Type	Qty	Total
PowerDMS Pro Base	Recurring	1	\$2,333.33
Capture signatures to ensure acknowledgement of crucial content, and generate reports based on user activity. Create workflows to simplify content updates and approvals. View content changes side-by-side.			
PowerDMS Training	Recurring	27	\$157.41
Develop courses from your content to train employees, and create tests and exams to ensure understanding. Assign, track and award certificates.			
NYSDCJS Manual (NY LE Standards)	Recurring	1	\$0.00
View Standards Manual electronically.			
PowerDMS Standards for NYSDCJS	Recurring	1	\$670.83
Attach proofs to show compliance with NYSDCJS Standard, assign assessment tasks, track revisions, and status-based grading.			
PowerDMS University - 1-99	Recurring	1	\$145.83
Access to PowerDMS University with unlimited Boot Camp registrations.			
Public Facing Documents - Local Agencies - Small	Recurring	1	\$583.34
Public-Facing Documents is an add-on feature for the Policy product that allows an admin user to make content within a PowerDMS site to be made public.			
PowerDMS Pro License	Recurring	27	\$383.94
Per user license for PowerDMS Pro			
Onboarding Lite Package	Services	1	\$0.00
This package ensures a smooth implementation and successful ongoing use of PowerDMS. This package includes Implementation Management: Led by a designated Implementation Specialist, guiding administrators through predetermined milestones to lead to a successful product launch, Project Management, Document and User Import and Site Configuration.			
YEAR-1 TOTAL:			\$4,274.68
Subscription Term Total :			\$4,274.68

Additional Terms and Conditions

Payment Terms All invoices issued hereunder are **due upon the invoice due date**. If the Subscription Term is for a period longer than one year, the fees labeled "Year 1 Total" shall be invoiced immediately and the fees for future years shall be invoiced annually in advance of each 12 month period of the Subscription Term, but regardless of the billing cycle, Customer is responsible for the fees for the entire Subscription Term. The fees set forth in this Service Order are exclusive of all applicable taxes, levies, or duties imposed by taxing authorities and Customer shall be responsible for payment of any such applicable taxes, levies, or duties. All payment obligations are non-cancellable, and all fees paid are non-refundable.

Terms & Conditions Unless otherwise agreed in a written agreement between PowerDMS and Customer, this Service Order and the services to be furnished pursuant to this Service Order are subject to the terms and conditions set forth here: <http://www.powerdms.com/terms-and-conditions/>. The Effective Date (as defined in the terms and conditions) shall be the date set forth below.

Accepted and Agreed By Authorized Representative of:
Dobbs Ferry Village Police Department (NY)

Signature: _____

Printed Name: _____

Title: _____

Date _____

THE INFORMATION AND PRICING CONTAINED IN THIS SERVICE ORDER IS STRICTLY CONFIDENTIAL