TOWNSHIP OF BEDMINSTER

ONE MILLER LANE • BEDMINSTER, N.J. 07921
TEL (908) 212-7000 • FAX (908) 212-7001

PURCHASE ORDER

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKING LISTS, CORRESPONDENCE, ETC.

No. 17-01375

Pg 1

SHIP TO

Town Hall
Township of Bedminster
One Miller Lane
Bedminster NJ 07921

VENDOR — VENDOR #: WIS01

WEST INTERACTIVE SERVICES CORP
PO BOX 561484
DENVER, CO 80256-1484

ORDER DATE: 08/22/17
REQUISITION NO:
DELIVERY DATE:
STATE CONTRACT:
F.O.B. TERMS:

PAYMENT RECORD	
CHECK DATE	CHECK NO.

TAX EXEMPT NUMBER 22-600-1644

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	CREATE NEW BEDMINSTER WEBSIDE	G-02-41-715-015 2015 Comcast Communication Grant	2,000.0000	2,000.00
1.00	INITIAL DEPOSIT	G-02-41-715-015 2015 Comcast Communication Grant	1,000.0000	1,000.00
			TOTAL	3,000.00

DEPARTMENTAL CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

Judith A. Sullivan 8/23/17
DEPARTMENT HEAD DATE

CLAIMANT'S CERTIFICATION & DECLARATION

I do solemnly declare and certify under the penalties of law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons with the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

X

VENDOR SIGN HERE OFFICIAL POSITION DATE

NO ORDER VALID UNLESS SIGNED BELOW

ACCOUNTS PAYABLE

PURCHASING AGENT

APPROVAL FOR PAYMENT

TOWNSHIP COMMITTEE MEMBER

VOUCHER - SIGN AT (X) AND RETURN FOR PAYMENT

MGL PRINTING SOLUTIONS 908-665-1999 B016-01 Q

TOWNSHIP OF BEDMINSTER

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TEL (908) 212-7000 • FAX (908) 212-7001

PURCHASE ORDER

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No. 17-01375-01

Pg 1

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Town Hall
Township of Bedminster
One Miller Lane
Bedminster NJ 07921

VENDOR
VENDOR #: WIS01
WEST INTERACTIVE SERVICES CORP
PO BOX 561484
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PAYMENT RECORD	
CHECK DATE	CHECK NO.

TAX EXEMPT NUMBER 22-600-1644

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	INITIAL DEPOSIT	G-02-41-715-015	1,000.0000	1,000.00
		2015 Comcast Communication Grant		
			TOTAL	1,000.00

DEPARTMENTAL CERTIFICATION

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Judith A. Sullivan 8/23/17

DEPARTMENT HEAD DATE

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CIVICLIVE ORDER AUTHORIZATION

civiclive
CONNECT • ENGAGE • SERVE

ACCOUNT INFORMATION

Organization: Township Of Bedminster, NJ

Reference Quote #: 104360

ACKNOWLEDGEMENTS

West Interactive Services Corporation d/b/a CivicLive ("Provider"), will provide the named organization above ("Client") with the online communications applications further described in the Reference Quote and/or Appendices subject to the following terms and conditions:

Order Authorization Terms.
The terms and conditions available at http://www.civiclive.com/webterms will apply to this order authorization. The terms of this order will govern any conflict with the above-mentioned terms. Client's issuance of a purchase order for any or all of the items described in the Reference Quote and/or Appendices will constitute acknowledgement and acceptance of such terms, and no additional terms in Client's purchase order will apply.

Term and Termination.
This Agreement will commence on the Service Start Date and continue for twelve (12) months (the "Initial Term"), and then will automatically renew for successive one year periods unless either party provides written notice of its desire not to renew at least thirty (30) days prior to the end of the then-current term. If the Initial Term extends beyond one year, the Client may terminate this agreement for convenience on the one year anniversary of the Service Start Date, and each one year anniversary thereafter, by providing written notice to Provider at least thirty (30) days prior to the end of the then-current term.

Agreed and Acknowledged by the following who is authorized to sign on behalf of the Client:

Signature: (or initials if signing electronically) Judith A. Sullivan **Date:** 8/23/2017

Name: Judith A. Sullivan **Title:** Clerk/Administrator Township of Bedminster

Township of Bedminster, N.J.
Office of the Township Clerk
Municipal Bldg., One Miller Lane
Bedminster, New Jersey 07921

APPENDIX A – LICENSED SOFTWARE AND FEES

The Components which are the subject of the License, the Software Licenses granted to the Client and the fees payable to Provider hereunder are as follows:

1. Licensed Software

   The Components of the Platform Suite which are licensed to the **Township Of Bedminster, NJ** hereunder are the following:

   - SitePublish Web Content Management System.

2. Software Licenses

   The utilization rights of the Client are as follows:

   (a) Client is granted an Unlimited-User Software License; and
   (b) The Territory is the **New Jersey**.

3. Professional Services Fees

   The following one-time Professional Services costs are included as part of the implementation:

Website Design, Development & Implementation	$3,000
Training Sessions*	Included
Collaborative Content Migration	Included
Year Four Website Redesign Plan (if desired)**	Included
Total Professional Services Fees:	**$3,000**

**If on-site, travel expenses to be charged in addition and separately.*
***Provided that Client has paid the annual fee for contract year four.*

4. Payment Schedule re: Professional Services Fees

   33.3% on Contract Signing
   33.3% on the first of Wireframe Sign-off or 6 months after Contract Signing
   33.3% on the first of GoLive or 12 months after Contract Signing

APPENDIX B – SAAS: HOSTING, MAINTENANCE AND SUPPORT

1. Software-as-a-Service (SAAS)

The following are included as part of the Software-as-a-Service (SAAS):

a) Enterprise-grade Data Protection and Unlimited-Bandwidth Website Hosting Services
b) CMS Software Version Upgrades & Maintenance
c) Unlimited Access to Technical Support

Client will pay Provider each year (each such term is referred to here as an "Annual Hosting, Maintenance & Support Term"*) an **$1,250** ** due to Provider hereunder and is payable annually in advance.

This annual fee may be increased annually by no more than 5% by Provider by providing Client with notice of not less than thirty (30) days prior to the end of any given annual term.

**The initial Annual Hosting, Maintenance & Support Term is effective as of the contract execution date, and will remain in force for twelve (12) months ("Contract Year 1").*

*****This annual fee will not be charged/invoiced until twelve (12) months following contract execution, upon expiration of the initial Annual Hosting, Maintenance & Support Term ("Contract Year 2").***

APPENDIX C – MARKETING

1. Client will make a reasonable attempt to work with the Provider's Marketing Department to gather information and meet deadlines associated with website award contest entries throughout the term of this Agreement.

2. Client permits Provider to include an example of the Client's home page and a link to the Client's website on the Provider's corporate website(s).

3. Client will make a reasonable attempt to work with the Provider Marketing Department to create a case study related to their website.

4. Client agrees to allow Provider to display a "Powered by CivicLive" insignia and web link at the bottom of their web pages.

5. Client understands that the pricing and any related discount structure provided under this Agreement assumes such perpetual permission.