

Information Technology  
Support Services Committee Meeting  
May 22, 2018  
Information Submitted by: Michael Colvin

Action Agenda/New Business

**Request Resolution:**

Enter in contract with Spectrum to increase speeds at lower overall cost.

**Rationale:**

Increased speed is needed for increased web usage. Cost driven down due to competition.

**Request Resolution:**

Create MOU with Tourism to supply IT services. \$22,000/ year billed quarterly.

**Rationale:**

Arrangement has been in place for several years, however, MOU is required.

**Discussion:**

Merging various Anti-Virus accounts into one large account has given us the ability to achieve better group pricing. Anti-virus vendor has agreed to allow us to extend the group pricing to cities, towns and villages. The county would pay the bill to the vendor and the county would bill the cities, towns and villages. Discuss how or to proceed.

## ***RESOLUTION REQUEST FORM NO. 4***

### ***Request for Extending, Rescinding or Amending Existing Contract***

**DEPARTMENT NAME: Information Technology**

**DATE: May 22, 2018**

- (a) Purpose of Contract Change: **Extend contract with Spectrum for various connections.**
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract:
- (c) Name of Contractor: **Charter Communications**
- (d) Address of Contractor:
- (e) Contractor's Contact Person and Telephone Number: **Jacquelyn Cafaro, 518-640-8577**
- (f) Commencement Date of Extension: **Upon execution**
- (g) Termination Date of Extension: **3 years from execution**
- (h) Payment Provisions:
  - i) lump sum amount
  - ii) hourly rate amount
  - iii) total amount not to exceed
  - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (i) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title\* and Amount: **OR Capital Project OR Capital Reserve Project Number, and Title, and Amount:**

**Sample: A.1010 470 Legislative Board – Contract Sxx.xx  
Capital Project No. H289.9550 480 – Old Jail Renovations Sxx.xx**

\*as listed in budget and LOGOS

## ***RESOLUTION REQUEST FORM NO. 3***

### ***Request for New Contract***

**DEPARTMENT NAME: Information Technology**

**DATE:**

- (a) Is this a Result of a Bid or Request for Proposal? **No**
- (b) Purpose of Contract: **To authorize a memorandum of understanding with the Tourism Department to provide computer support services**
- (c) Name of Contractor: **Warren County Tourism Department**
- (d) Address of Contractor:
- (e) Contractor's Contact Person and Telephone Number: **Joanne Conley**
- (f) Has or will the Contract be provided, if so, please attach: **Yes**
- (g) Commencement Date of Contract: **01/01/2018**
- (h) Termination Date of Contract: **continuing until terminated by either party.**
- (i) Payment Provisions:
  - i) lump sum amount **\$22,000/year**
  - ii) hourly rate amount
  - iii) total amount not to exceed
  - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc. **quarterly**)
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title\* and Amount: **OR Capital Project OR Capital Reserve Project Number, Title, and Amount:**

**Sample: A.1010 470 Legislative Board – Contract Sxx.xx  
Capital Project No. H289.9550 480 – Old Jail Renovations Sxx.xx**

\*as listed in budget and LOGOS