

Information Technology  
Support Services Committee Meeting  
October 28, 2019  
Information Submitted by: Michael Colvin

Action Agenda/New Business

**Request Resolution:**

New contract for website redesign with Catalog & Commerce.

**Rationale:**

Anticipated cost already approved. Vendor chosen from RFP WC 70-19.

**Request Resolution:**

Amend contract with Reverus Corporation. Increase rate from \$125/hour to \$150/hour. Increase max amount to \$10,000.

**Rationale:**

Reverus provides computer network consulting on an as needed basis. Hourly rate has not increased since contract was first signed in 2015. Although previous max amount was fine for most years, upgrade years are hard to predict. Any cost would not exceed available budget and follow purchasing guidelines.

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

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

**DEPARTMENT NAME: Information Technology**

**DATE: 10/28/2019**

- (a) Is this a Result of a Bid or Request for Proposal? **Bid WC 70-19**
- (b) Purpose of Contract: **Website Redesign**
- (c) Name of Contractor: **Catalog & Commerce Solutions**
- (d) Address of Contractor: **263 East Street, PO Box 11, Pittsford, NY 14534**
- (e) Contractor's Contact Person and Telephone Number: **Michael Kelly 585-350-9884**
- (f) Has or will the Contract be provided, if so, please attach: **Yes**
- (g) Commencement Date of Contract: **Upon Execution**
- (h) Termination Date of Contract:
- (i) Payment Provisions: i) lump sum amount  
ii) hourly rate amount  
iii) total amount not to exceed **\$29,750**  
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc. **40% at contract signing, 40% at Protosite, 20% after go live**)
- (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

WARREN COUNTY BID TABULATION SHEET

BID NO: WC 70-19	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER
ITEM(S): REQUEST FOR PROPOSALS FOR WEBSITE RE-DESIGN FOR WARREN COUNTY  DATE: OCTOBER 18, 2019  TIME: 3:00 PM.	Catalog & Commerce Solutions, LLC. d/b/a Discover eGov 263 East Street Pittsford, NY 14534 Ph: 585-350-9884 Fax: 585-248-5430	CivicPlus, LLC. Attn: Brian Rempe 302 S. 4 <sup>th</sup> Street - Ste 500 Manhattan, KS 66502 Ph: 888-228-2233 Fax: 785-587-8951	Municipal Code Corp. Attn: Brian Gilday PO Box 2235 Tallahassee, FL 32316 Ph: 503-675-5121 Fax: 888-475-3753	Vibrant Brands Attn: Richard Langdon 543 Loudon Road Albany, NY 12110 Ph: 518-331-8776	Relentless Awareness LLC. Attn: Stephen Struss 19 Dove Street - Ste 103 Albany, NY 12210 Ph: 518-813-4905	Kreativa, Inc. Attn: James Mann 500 N. Michigan Ave Suite 600 Chicago, IL 60611 Ph: 312-625-0570
DESCRIPTION OF ITEM	BID PRICE	BID PRICE	BID PRICE	BID PRICE	BID PRICE	BID PRICE
LUMP SUM PRICE FOR COMPLETION OF PROJECT INCLUDING FIRST FULL YEAR OF SUPPORT & MAINTENANCE:	\$29,750.00	\$38,000.00	\$39,000.00	\$50,000.00	\$57,500.00	\$69,970.00
YEAR TWO SUPPORT:	\$6,600.00	\$8,000.00	\$6,000.00	\$12,000.00 - \$24,000.00	\$10,000.00	\$17,670.00
YEAR THREE SUPPORT:	\$6,750.00	\$8,400.00	\$6,000.00	\$12,000.00 - \$24,000.00	\$10,000.00	\$17,670.00
YEAR FOUR SUPPORT:	\$6,900.00	\$8,820.00	\$6,000.00	\$12,000.00 - \$24,000.00	\$10,000.00	\$17,670.00
YEAR FIVE SUPPORT:	\$6,900.00	\$9,261.00	\$6,300.00	\$12,000.00 - \$24,000.00	\$10,000.00	\$17,670.00
	27 150	34 481	24 300			
BID AWARDED TO:	56 900	72 481	✓ 63 300 JULIE A. BUTLER, PURCHASING AGENT			
TERM OF BID: COMMENCING UPON EXECUTION OF AGREEMENT & TERMINATING ONE YEAR FROM EXECUTION				RESOLUTION NO. xx of 2019		

**WARREN COUNTY BID TABULATION SHEET**

<b>BID NO:</b> WC 70-19 <b>ITEM(S):</b> REQUEST FOR PROPOSALS FOR WEBSITE RE-DESIGN FOR WARREN COUNTY <b>DATE:</b> OCTOBER 18, 2019 <b>TIME:</b> 3:00 PM.	<b>NAME &amp; ADDRESS OF BIDDER</b>	<b>NAME &amp; ADDRESS OF BIDDER</b>	<b>NAME &amp; ADDRESS OF BIDDER</b>	<b>NAME &amp; ADDRESS OF BIDDER</b>	<b>NAME &amp; ADDRESS OF BIDDER</b>	<b>NAME &amp; ADDRESS OF BIDDER</b>
	Interactive Media Consulting, LLC. Attn: Elizabeth Moeller 480 Broadway - Ste 214 Saratoga, NY 12866 Ph: 518-587-5107	JesseJames Creative, Inc. Attn: James Tormey 131 West 24 <sup>th</sup> Street New York, NY 10011 Ph: 212-675-7424	Lake Placid Advertisers Workshop, Inc. Attn: Timothy Kelleher 44 Hadjis Way Lake Placid, NY 12946 Ph: 518-523-3359 Fax: 518-523-0255	eVision Digital Marketing Attn: Pam Sissons 527 Bay Road - Ste 6 Queensbury, NY 12804 Ph: 518-222-6285	BBG&G Advertising, Inc Attn: Deborah Garry 3020 Route 207 Suite 101 Campbell Hall, NY 10916 Ph: 845-239-8535 Fax: 845-615-9149	22 <sup>nd</sup> Century Technologies, Inc. Attn: Kulpreet Singh 220 Davidson Avenue Suite 118 Somerset, NJ 08873 Ph: 888-998-7284 Fax: 732-537-0888
<b>DESCRIPTION OF ITEM</b>	<b>BID PRICE</b>	<b>BID PRICE</b>	<b>BID PRICE</b>	<b>BID PRICE</b>	<b>BID PRICE</b>	<b>BID PRICE</b>
<b>LUMP SUM PRICE FOR COMPLETION OF PROJECT INCLUDING FIRST FULL YEAR OF SUPPORT &amp; MAINTENANCE:</b>	\$76,060.00	\$88,400.00	\$139,440.00	\$149,230.00	\$191,000.00 - 197,000.00 (audited and adjusted based on real requests)	\$201,250.00
<b>YEAR TWO SUPPORT:</b>	\$6,205.00	\$5,400.00	\$8,800.00	\$9,744.00	\$3,000.00	\$129,000.00
<b>YEAR THREE SUPPORT:</b>	\$6,205.00	\$5,400.00	\$9,680.00	\$10,231.00	\$2,500.00	\$129,000.00
<b>YEAR FOUR SUPPORT:</b>	\$6,205.00	\$5,400.00	\$10,648.00	\$10,742.00	\$2,500.00	\$129,000.00
<b>YEAR FIVE SUPPORT:</b>	\$6,205.00	\$5,400.00	\$11,714.00	\$11,279.00	\$2,000.00	\$129,000.00
<b>BID AWARDED TO:</b>	<input checked="" type="checkbox"/> JULIE A. BUTLER, PURCHASING AGENT					
<b>TERM OF BID: COMMENCING UPON EXECUTION OF AGREEMENT &amp; TERMINATING ONE YEAR FROM EXECUTION</b>	RESOLUTION NO. xx of 2019					

**WARREN COUNTY BID TABULATION SHEET**

<b>BID NO:</b> WC 70-19 <b>ITEM(S):</b> REQUEST FOR PROPOSALS FOR WEBSITE RE-DESIGN FOR WARREN COUNTY <b>DATE:</b> OCTOBER 18, 2019 <b>TIME:</b> 3:00 PM.	<b>NAME &amp; ADDRESS  OF BIDDER</b>  Rapid Marketing, Inc. Attn: Mohammed Golam 183 India Street #3L Brooklyn, NY 11222 Ph: 347-486-8238
<b>DESCRIPTION OF ITEM</b>	<b>BID PRICE</b>
<b>LUMP SUM PRICE FOR COMPLETION  OF PROJECT INCLUDING FIRST FULL  YEAR OF SUPPORT &amp; MAINTENANCE:</b>	\$391,760.00
<b>YEAR TWO SUPPORT:</b>	\$200,160.00
<b>YEAR THREE SUPPORT:</b>	\$200,160.00
<b>YEAR FOUR SUPPORT:</b>	\$190,160.00
<b>YEAR FIVE SUPPORT:</b>	\$190,160.00
<b>BID AWARDED TO:</b>	
<b>TERM OF BID: COMMENCING UPON EXECUTION OF  AGREEMENT &amp; TERMINATING ONE YEAR FROM  EXECUTION</b>	

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

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

**DEPARTMENT NAME: Information Technology**

**DATE: October 28, 2019**

- (a) Purpose of Contract Change: **Increase hourly rate, remove exceed clause**
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract: **132 of 2015**
- (c) Name of Contractor: **Reverus Corporation**
- (d) Address of Contractor: **3 Tallow Wood Drive, Suite F1, Clifton Park, NY 12065**
- (e) Contractor's Contact Person and Telephone Number: **518-621-4501**
- (f) Commencement Date of Extension: **Upon Execution**
- (g) Termination Date of Extension: **automatic renewal**
- (h) Payment Provisions:
  - i) lump sum amount
  - ii) hourly rate amount **\$150.00**
  - iii) total amount not to exceed **\$10,000.00**
  - 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: **various when funds exist**

**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