

COUNCIL COMMUNICATION

From: The City Manager

Subject: I.T.I. Inc. Maintenance Agreements

Manager's Recommendation:

I recommend approval of the phone equipment maintenance agreements with I.T.I. Inc. and issuance of a purchase order to them in the amount of \$1,927.85. It is further recommended that the City Manager or his designee be authorized and directed to execute the maintenance agreements. These agreements were approved by the City Manager as to substance and the City Attorney as to form.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44, of the Saginaw Code of Ordinances.

Funds are available in Information Services Operating Services Account No. 658-1720-711 80-05.

Justification:

This maintenance agreement covers the telephone equipment located at City Maintenance and Service Water & Sewer, and the Water Treatment Plant for a one-year period from 12-1-08 to 11-30-09. The agreement covers all service under normal wear and tear including parts, labor and travel time. It also offers free user training, no charge for service related software updates, free loaner equipment and 24-hour, 7-day service without paying any after hour premium.

Council Action:

Council _____ moved that the recommendation of the City Manager be approved.