

# COUNCIL COMMUNICATION

**From:** The City Manager

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

**Manager's Recommendation:**

I recommend that the phone equipment maintenance agreements with I.T.I., Inc. be approved and that a purchase order be approved and issued to them in the amount of \$12,894.08. 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 for this payment are available in Information Services Operating Services Account Number 658-1720-711.80-05.

**Justification:**

These maintenance agreements cover the telephone equipment located at City Hall, Police Department, Public Works Building and Wastewater Treatment Plant for a one-year period from 4-1-09 to 3-31-10. The agreements cover 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.