

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Service Express Hardware Maintenance Renewal

**Manager's Recommendation:**

I recommend that a purchase order be issued to Service Express, Inc. in the amount of \$2,628.00 as annual payment for hardware maintenance and support services. This support service covers three servers.

This vendor meets all requirements of §14.23, "Vendors", of "Purchasing, Contracting and Selling Procedure," of Chapter 14, "Financing and Purchasing", of Title 1, "General Provisions" of the Saginaw Code of Ordinances O-1.

Funds for this service is budgeted and available in the Information Services Operating Services Account, No. 658-1720-711.80-05.

**Justification:**

This annual renewal with Service Express, Inc. covers the City for the period of March 1, 2010 thru February 28, 2011 with hardware maintenance and support services for several City servers.

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.