

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **5.C.**

FROM: Jerry Gruber, General Manager
Monique Madrid, District Clerk
Haley Dodson, Confidential Administrative Assistant

Meeting Date: April 19, 2018

Subject: CONSIDERATION TO APPROVE
AMENDED AGREEMENT FOR
CONSULTANT SERVICES WITH
TEKTEGRITY AND AUTHORIZE AN
ADDITIONAL \$1500 FOR LABOR
COSTS

RECOMMENDATION: Staff recommends that the Board of Directors approve the attached amended Agreement for Consultant Services with TekTegrity and authorize an additional \$1,500 for labor costs.

FISCAL IMPACT: Increase in labor costs of \$1,500.

DISCUSSION: The Board authorized \$45,494.50 for the purchase of hardware, software and labor costs for the upgrade and replacement of equipment for the CCSD network. The cost was an estimate based on the engineer's review of the required work. At the time of the preparation of the proposal, the Board of Directors did not have CCSD issued email addresses. By the time we went live with the new Microsoft Office 365 software, the Board of Directors emails had been added to the system. This addition was not initially accounted for in the original proposal.

To date, the total cost for hardware, software and labor is \$43,750.75, with a remaining balance of \$1,743.75. The cost to finish the project is expected to require an additional 12 hours of labor at a cost of \$125.00 per hour, creating a need for an additional \$1,500.

The project has currently completed the following milestones:

- Microsoft Office 365 Migration
- Delivery of new Server Hardware
- LaserFiche Migration
- MOMs Migration
- Decommissioning of LaserFiche Server
- Replacement of Wireless Access Points at all 5 sites
- Replacement of Network Switching at all 5 sites

The following tasks still remain to be completed:

- Decommissioning of Admin Server (after success with MOMS on new server for one week)
- Migration of Fire Department Software
- Decommissioning of Fire Server (after success with Fire Department on new server for one week)
- Cleanup and removal of server rack and equipment from Admin building including E-Waste of old servers
- Cleanup and removal of old hardware inside Fire Department server room

- Update of pictures and documentation

Based on the above, staff recommends the Board of Directors approve the amended Agreement for Consultant Services with TekTegrity and authorize an additional \$1,500 for labor costs.

Attachments: Amendment to Agreement for Consultant Services
Change Order Proposal #JF014857 Version 1

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS ___RICE___BAHRINGER ___FARMER___WHARTON___PIERSON