



Agenda Memo

Crest Hill, IL

Meeting Date:	Date: 4/10/2024
Submitter:	Submitter: Tony Graff, Interim City Administrator
Department:	Department: Administration
Agenda Item:	Agenda Item: All Information Services, INC (AIS) IT Support Service Agreement – Revised

Summary: The current IT Support Service Agreement with AIS is for a monthly block of 150 hours at a rate of \$100 per block/hour. The average use in 2023 was 121 hours.

Upon reviewing the current service agreement, a request to AIS was to revise the agreement for a monthly block of 130 hours at the \$100 per block/hour rate. Furthermore, the city will be permitted to rollover the unused hours for one month which will be billed first toward the monthly block.

The savings with the revised agreement will be \$2,000 per month (\$24,000 annual savings).

The agreement allows for termination upon a 30-day written notice of termination by either party.

Recommended Council Action:

Recommend authorizing the approval to execute the service agreement effective May 9, 2024.

Financial Impact:

Funding Source: FY 2025 Budget – General Fund

Budgeted Amount: \$226,000.00

Cost: \$156,000.00

Attachments:

AIS, Inc. IT – Support – Monthly Blocks Agreement

