



August 29, 2022

Mr. Tim Callanan, County Manager
Effingham County Board of Commissioners
804 South Laurel Street
Springfield, Georgia 31329

Mr. Callanan,

It was a pleasure discussing technology utilized by the offices and departments of the Effingham County Government and the possibility of the development of a strategic technology plan for the county. I am confident that my experience in directing the Effingham County School District's Information Technology Department for over thirty years, as well as my involvement in multiple strategic planning cycles with the district and other organizations will allow me to provide excellent results as the county goes through these planning activities.

After reviewing a number of resources I propose two (2) options for your consideration. These are based upon an estimated number of hours, at a billable rate of \$120.00 per hour. Of course, these are estimates, and we may be able to complete the option chosen in fewer hours, or completion may require more time. Please review the scope of work for each option, determine the option you would like to utilize, and let me know how to proceed.

Respectfully,

A handwritten signature in black ink that reads "Jeff Lariscy". The signature is written in a cursive style with a large, stylized initial "J".

Jeff Lariscy

Proposal to Develop Technology Strategic Plan

Option 1 - Facilitation - Lariscy Technology Solutions, LLC (LTS) will facilitate the planning process and a core group does the work; LTS will provide a general structure, templates and tools, and project management. The work group is fully responsible for the internal and external technology scan and drafting the final product.

- LTS to create timeline and framework for planning.
- LTS to facilitate technology committee work group meetings.
- LTS to provide project management, including reminders and deadlines.
- LTS to provide templates for all necessary tools for the planning process and modify templates as needed based upon group feedback.
- LTS to provide advice and research on accepted best practices.
- Technology committee work group conducts internal and external scan and analyzes results.
- Technology committee work group to analyze metrics related to technology inventory (software and hardware) as well as technology support.
- LTS to provide template for final technology plan document; however technology committee work group will draft plan.
- LTS to provide feedback on the final technology plan to the commission.

Estimate for Option 1 - \$12,000.00



Proposal to Develop Technology Strategic Plan

Option 2 - Facilitation and Planning - Lariscy Technology Solutions, LLC (LTS) will facilitate the planning process and do the work; provide a general structure, templates and tools, and project management. LTS will be responsible for the internal/external scan and the development of the final plan.

- Includes everything listed in Option 1.
- LTS to conduct internal and external scan and analyzes results.
- LTS to analyze metrics related to technology inventory (software and hardware) as well as technology support.
- LTS to draft technology strategic plan including goals, action plans, timelines, and resources for work group review and feedback.
- LTS to facilitate review and discussion of draft plan with Board of Commissioners (BoC) and County Manager for feedback.
- LTS to finalize plan based upon feedback and present plan to BoC for adoption.

Estimate for Option 2 - \$19,500