



# **GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM**

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**AGENDA DATE:** March 31, 2026

**AGENDA ITEM:** Consider a motion to ratify the Scope of Work with Procise Solutions, Inc. for an amount not to exceed \$24,900.00 for administration and customization of the Microsoft Office 365 platform.

**PREPARED BY:** Mike LeClaire, Information Systems Department Manager

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## **BACKGROUND:**

Procise solutions have worked with us to develop, administer and customize our MS O365 platform. This is an on-going effort to continue to optimize our platform to streamline our documentation and team files. Additionally, the provide support to keep us up to date with new innovations and advance our knowledge within the platform.

## **RECOMMENDATION:**

Ratify the Scope of Work with Procise Solutions, Inc. for an amount not to exceed \$24,900.00 for administration and customization of the Microsoft Office 365 platform.