



## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** May 28, 2024

**TOPIC** Phone System and Cable Services Contract – MISwitch Communications

### BACKGROUND BRIEF:

Administration is requesting that Village Council approve the Village Hall phone system contract renewal with MISwitch Communications and to approve a transfer of administration of cable television and internet services to MISwitch. The phone system contract expires on May 31, 2024, and the new contract would be a 3-year contract running from June 1, 2024, through June 30, 2027, to align with the Village's fiscal year. The Village currently receives cable television and internet services directly through Comcast, but transferring administration of the service to MISwitch will allow the company to more effectively manage the Village's cable and internet services and will result in lower costs. Comcast will still serve as the cable and internet provider for Village Hall.

### SUMMARY OF PREVIOUS COUNCIL ACTION:

None

### FINANCIAL IMPACT:

The Village currently pays \$599.68 per month for phone services and \$678.35 per month for cable services, for a total of \$1,278.03 per month. MISwitch Communications is proposing to continue to provide phone services for \$552.70 per month and cable television and internet services for \$406.62 per month, for a total of \$959.32 monthly. The Village would realize a cost savings of \$318.71 per month (\$11,792.27 over the life of the 3 years and one month of the new contract).

### RECOMMENDED MOTION:

To approve a contract renewal for Village Hall phone system services to MISwitch Communications in accordance with its proposal dated May 28, 2024, in the total estimated amount of \$552.70 monthly and to approve a contract with MISwitch Communications in accordance with its proposal dated May 28, 2024, for Village Hall cable television and internet services in the total estimated monthly amount of \$406.62, with both contracts to run from June 1, 2024, through June 30, 2027. Governmental fees and taxes are not included in these contract amounts. The Village Manager is authorized to execute all necessary documents related to these contract awards.