



Agenda Item Summary

MEETING DATE: December 11, 2023

SUBJECT: **Resolution No. 75-R-2023** – A Resolution of the Town of Mead, Colorado, Approving the First Amendment to Agreement for Professional Services Between the Town and MJT Communications, Inc. for Informational Technology (“IT”) Services

PRESENTED BY: Mary Strutt, Administrative Services Director

SUMMARY

MJT Communications, Inc. (“MJT”) has been the Town of Mead Informational Technology (“IT”) Services provider since 2013. MJT works with town staff to resolve day to day computer software and network issues that arise, perform server and file backups, maintain and upgrade as necessary to Town’s network and servers and provides cybersecurity training and monitoring. Paul Zollner and Robert Stevens have been very involved in setting up the Town’s system and expanding as needed.

This First Amendment to the Agreement for Professional Services renews the contract for 2024 at a rate of \$1,450 per month, with a not to exceed amount of \$20,000. Since the amount of the contract is well within the Town Manager’s approval authority, the resolution also gives the Town Manager authority to approve subsequent renewals, as long as the renewal amount does not exceed the authority level.

FINANCIAL CONSIDERATIONS

The contract is for a not to exceed amount of \$20,000.00 which reflects the monthly service fee of \$1,450, plus additional services, as necessary. Additional services are anticipated to be minimal. The 2024 proposed budget does include appropriated funds for IT services.

STAFF RECOMMENDATION/ACTION REQUIRED

A motion to approve the December 11, 2023 Consent Agenda will approve this item. If the resolution is removed from the consent agenda, the suggested motion is:

“I move to adopt Resolution No. 75-R-2023 – A Resolution of the Town of Mead, Colorado, Approving the First Amendment to Agreement for Professional Services Between the Town and MJT Communications, Inc. for Informational Technology (“IT”) Services.”

ATTACHMENTS

Resolution No. 75-R-2023
First Amendment to Agreement for Professional Services