

AGENDA STAFF REPORT

MEETING NAME: SPECIAL BOARD MEETING

MEETING DATE(S): MAY 19, 2025

FROM: KURT KETTENACKER, IT MANAGER

FOR: ACTION X DIRECTION _____ INFORMATION _____



CONTRACT AMENDMENT AND BUDGET AUGMENTATION FOR INTELESYS COMMUNICATION SERVICES

STAFF RECOMMENDATION

It is recommended to authorize the General Manager to execute a contract amendment and budget augmentation with Intelesys Communication Services in the amount of \$7,435.52 for a not-to-exceed amount of \$117,005.52

SUMMARY

This budget augmentation request is necessary to cover Microsoft 365 licensing costs, the supply of which was transitioned from Pax8, a Microsoft software licensing provider managed by the District's former IT services provider, to Intelesys Communication Services, the District's current IT services provider.

ANALYSIS

Prior to this change, the only entities with the ability to manage the District's Microsoft licensing were the IT Manager and the District's former IT services provider. Once the annual contract for the licenses was ready for renewal through Pax8, the IT Manager made the decision to cancel the renewal with Pax8 and instead use the District's IT support company, Intelesys Communications. The price per license would not change, however, the District would no longer be reliant on a single employee or the former support company when license count changes are required. This change offered a redundant level of licensing support at the same cost.

FISCAL IMPACT & STRATEGIC PLAN IMPLEMENTATION

There is no fiscal impact to this action because the licensing costs were included in the FY2025 budget and the same amount would have been paid to the prior license provider.

This action aligns with Strategic Plan Smart Goal 6.1 - Embracing technological solutions that align the District with industry best practices and modern standards.

FINANCIAL DATA		
Cost Associated with this action:	\$0.00	
Current FY cost:	\$0.00	
Future FY cost:	\$0.00	
Is it covered in current year budget:	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Budget adjustment needed:	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
If yes, year needed:		
All previous contracts including dates, amounts and board approvals are attached or have been made available.		
FUNDING SOURCES		
Source of funds:	General Fund - 101	
BID/Job#	674	
Current BID/Job balance	\$229,352	
Balance remaining if approved:	\$229,352	

ATTACHMENTS

1. Contract AMENDMENT 1 - Intelesys Communications Services
2. Information Technology Management Services and Support_EXECUTED 07.01.24