

# AGENDA STAFF REPORT

MEETING NAME: REGULAR BOARD MEETINGS

MEETING DATE(S): JUNE 13 & 17, 2024

FROM: ARTURO CEJA – DIRECTOR OF FINANCE

FOR: ACTION X DIRECTION \_\_\_\_\_ INFORMATION \_\_\_\_\_



## CONTRACT AGREEMENT RENEWAL WITH INTELESYS COMMUNICATIONS SERVICES FOR INFORMATION TECHNOLOGY PROFESSIONAL SERVICES

### STAFF RECOMMENDATION

It is recommended to authorize the General Manager to enter into a contract with Intelesys Communications Services for Information Technology (IT) Professional Services for the twelve-month period of July 1<sup>st</sup>, 2024 to June 30<sup>th</sup>, 2025, and do all things necessary to execute the agreement.

### SUMMARY

The District requires complementary IT services to the day-to-day work that the IT Manager performs, including tracking individual workstation problems, software updates, server maintenance and anti-virus monitoring after hours. Intelesys Communications onboarded the District in January and became the District's IT Professional Services provider on 2/1/2024. The initial contract period was 1/1/2024 - 6/30/2024 with the intent of being a 6-month trial period, also enabling the District to align the annual renewal with the start of the fiscal year.

### ANALYSIS

Intelesys has proven themselves a capable service provider. They have proactively proposed and implemented innovative solutions and policies to improve the District's cybersecurity posture.

### FISCAL IMPACT & STRATEGIC PLAN IMPLEMENTATION

The amount of this contract was included as part of the 2025 fiscal year budget. This action is consistent with Strategic Plan Smart Goal 6.1 (*Embracing technological solutions that align the District with industry best practices and modern standards*) and Key Success Measures 1-3 (*Ensure information systems planning is aligned with the District's Strategic Plan, Enhance cyber security to ensure the continued safety of our system, Ensure secure data access, remote access, and valid customer data.*)

FINANCIAL DATA		
Cost Associated with this action:	\$109,570	
Current FY cost:	\$109,570	
Future FY cost:	-0-	
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:	NA	
All previous contracts including dates, amounts and board approvals are attached or have been made available.		
FUNDING SOURCES		
Source of funds:	Operating	
BID/Job#	674	
Current BID/Job balance	\$394,643	
Balance remaining if approved:	\$394,643	

### ATTACHMENTS

Intelesys Communications Contract

Original Intelesys Communications Contract