

AGENDA STAFF REPORT



MEETING NAME: REGULAR BOARD MEETINGS
MEETING DATE(S): JUNE 11 & 15, 2026
FROM: Kurt Kettenacker, IT Manager
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, 2026 to June 30, 2027, in the amount of \$247,870.08, plus a 10% contingency for a total of \$272,657.09, and do all things necessary to execute the agreement.

SUMMARY

Intelesys Communications Services, the District’s IT managed service provider, was awarded a three-year contract through a public Request for Qualifications (RFQ), with annual renewals. As the District has been satisfied with their performance, staff recommends renewal for the third year. The proposed contract amount includes the monthly quoted cost for consulting, helpdesk, maintenance, and licensing services, as well as estimated costs for potential project work. Including these project estimates allows Intelesys to submit more competitive bids and reduces the need for future contract amendments.

ANALYSIS

Intelesys has provided quality service to the District throughout their contract term. They have expanded their role to include management of certain District software and service licensing at no additional cost. Earlier this year, the Board approved a contract amendment to expand the scope and value of the agreement, allowing Intelesys to bid on additional IT projects, including a new phone system, network infrastructure upgrades, and server replacements. Due to project scheduling, implementation timelines have shifted into the upcoming fiscal year; therefore, estimated costs for these projects have been incorporated into this renewal.

FINANCIAL DATA		
Cost Associated with this action:	\$272,657.09	
Current FY cost:	\$0	
Future FY cost:	\$272,657.09	
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:	N/A	
All previous contracts including dates, amounts and board approvals are attached or have been made available.		
FUNDING SOURCES		
Source of funds:	Innovation & Technology	
Account/Project#	101-513-53320	
Current Account/Project balance	\$859,696.00	
Balance remaining if approved:	N/A	

FISCAL IMPACT & STRATEGIC PLAN IMPLEMENTATION

The minimum fiscal impact is \$125,987.40, which is the 12-month sum of their base monthly proposal. Should Intelesys bid on and win additional IT projects, the total fiscal impact could be an additional \$121,882.68. After adding a 10% contingency, the maximum amount is \$272,657.09. This action aligns with Strategic Plan Goal No. 6.1: Embrace technological solutions.

ATTACHMENTS

Attachment 1_Contract - Intelesys Communications Services_COMBINED