



# Baldwin County Commission

## Legislation Text

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**File #:** 18-1012, **Version:** 1

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**Meeting Type:** BCC Work Session

**Meeting Date:** 9/25/2018

**Item Status:** New

**From:** Wanda Gautney, Purchasing Director; Brian Peacock, CIS Director

**Submitted by:** Wanda Gautney, Purchasing Director

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### **ITEM TITLE**

Professional Services Agreement to Upgrade the AS400 Server System for the Baldwin County Commission

### **STAFF RECOMMENDATION**

Approve and authorize the Chairman to execute the attached Professional Services Agreement with VSS, LLC, to upgrade the AS400 Server System as follows:

Hourly Rate: \$180.00; Estimated Hours: 35; Travel Cost: \$90.00/hour capped at 8 hrs per trip with total estimated cost of \$6,300.00 plus travel if needed.

### **BACKGROUND INFORMATION**

**Previous Commission action/date:** N/A

**Background:** The CIS Director is recommending the Commission approve the attached Professional Services Agreement with VSS, LLC, to upgrade the AS400 Server System to v7.3. In an effort to maintain security and up to date versions of both the Production and High Available AS400 systems, CIS is requesting Professional Services from a certified and knowledgeable vendor. The Scope of Work will allow for the vendor to execute Pre-Upgrade Verification Tools to ensure current V7R1 PTF & CUM levels are met before upgrading both systems to V7R3 applying all PTFs and CUMs and properly.

The cost for the upgrade is \$180.00 per hour with an estimated total of 35 hours to complete the project. If needed travel will be billed at a rate of \$90.00 per hour capped at 8 hours per trip. The total estimated cost of project is \$6,300.00 plus travel.

### **FINANCIAL IMPACT**

**Total cost of recommendation:** \$6,300.00 plus travel if needed

**Budget line item(s) to be used:** 51965.5150

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**If this is not a budgeted expenditure, does the recommendation create a need for funding?**  
N/A

**LEGAL IMPACT**

**Is legal review necessary for this staff recommendation and related documents?**  
Yes

**Reviewed/approved by:** David Conner reviewed the Agreement on 9/05/2018

**Additional comments:** N/A

**ADVERTISING REQUIREMENTS**

**Is advertising required for this recommendation?** N/A

**If the proof of publication affidavit is not attached, list the reason:** N/A

**FOLLOW UP IMPLEMENTATION**

**For time-sensitive follow up, select deadline date for follow up:** 10/02/2018

**Individual(s) responsible for follow up:** Wanda Gautney/Purchasing Director

**Action required (list contact persons/addresses if documents are to be mailed or emailed):**  
Letter to Vendor

**Additional instructions/notes:** N/A