



Baldwin County Commission

Legislation Text

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

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

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

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