CEDAR CITY COUNCIL
AGENDA ITEM ⟡

INFORMATION SHEET

TO: Mayor and City Council

FROM: Randall McUne

DATE: July 5, 2016

SUBJECT: IT Services

DISCUSSION: For years Cedar City has employed the services of Mountain West Computers for maintenance, repairs and other IT needs. The cost has been very reasonable and the service has been good. The staff has been professional and helpful as the City's IT needs have grown.

With the increased use of software and greater concerns of cyber security, the senior staff has discussed options for IT services – from requesting a full time IT position to continuing with contracted IT services from a qualified firm. In the end, the staff feels that financially and technically it may be better to continue with a qualified IT provider, who, with a qualified staff, would be able to meet the City's needs.

A RFP was developed that expanded the "Scope of Work" from what we have been receiving. Proposals were solicited and a committee of City staff was formed to review the four proposals that were received. Two of the four proponents were asked to participate in an interview with the committee to gain a better understanding of what services would be provided for the proposed cost. Mountain West Computers and Executech are the finalists.

Mountain West Computers was the most affordable option and installed most of our current computers. Executech was the second most affordable option and has, by far, the most experience of the four proponents, especially with security and legal compliance.

In the opinion of the committee, both firms offer services that would continue to keep the City's IT services functioning. The staff desires to receive quality, assertive, and proactive services to maintain and improve IT security and functional systems.

The proposed annual costs in each of the responses were:

> Mountain West Computers- $45,000
> Executech - $74,100
> Symtech - $93,600
> Les Olson Company - $145,320

Additional information will be provided in the work meeting.