**Job Information: Contracted IT Service**

Scope of Work (as needed):

The nature of the service will be ongoing support and coordination with Town of Stevensville staff to ensure proper implementation of new technology, general management and operation, along with maintenance and/or troubleshooting of existing systems. The company chosen will need to work closely with a variety of departments within the organization, providing support as needed or instructed. Contractor will provide general professional services on an as-needed basis during normal business hours: M-F 8:00 a.m. to 5:00 p.m. either remotely or on-site.

Contract Term:

The term of the contract shall be in effect for an Initial Term of three (3) years, commencing on July 1, 2019, and terminating on June 30, 2021, unless sooner terminated. Prior to expiration of the Initial Term, the Contract may be extended by mutual agreement, for an Extension Term of Two (2) additional (2) two-year periods.

Proposed Fees:

 Specify all hourly rates for service; including all travel time. Specify all fees associated with proposed server and desktop management solutions. Specify whether Respondent is able to provide any value-added services to Town of Stevensville either for a fee or as complimentary service to Town of Stevensville.