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Clay County

**COMPUTER MAINTENANCE
PROPOSAL**

Proposal is based on Maintenance Agreement for the following offices covering October 1, 2015 to October 1, 2016.

Sheriff's Office	\$550 Monthly
EMO/Veterans	\$125 Monthly
County Judge	\$75 Monthly
District Clerk/District Judge	\$300 Monthly
Courthouse Network/Internet	\$200 Monthly
Maintenance Office	\$25 Monthly
Constable's Office	\$25 Monthly
Courthouse Annex	\$300 Monthly
Tax Office	\$50 Monthly
Treasurer	\$75 Monthly
Auditor	\$50 Monthly
Justice of the Peace	\$250 Monthly

Total \$2,025.00

The Maintenance Agreement

Similar to insurance, a computer maintenance agreement keeps your network and devices "worry free" of downtime. This is a proactive solution which keeps all your hardware updated with the latest patches and updates. Being reactive after a problem occurs can cost more to repair, not to mention the downtime it takes to get someone to your location. Preventative maintenance is much more cost effective.

Remote Management

After the initial evaluation and configuration of your systems, almost 100% of the maintenance on your network is done remotely. This gives you the benefits of a full-time IT staff at a fraction of the cost.

Extend Performance

Routine maintenance not only enhances performance, it extends the life of your equipment by keeping it in top operating condition. Scheduled analysis and maintenance is necessary to keep any system free of preventable attacks by applying new updates and patch fixes. Preventative maintenance will be done on a regular basis to all servers, workstations. Each department will be contacted to schedule these updates after hours. You will be asked to leave your system on and updates will be done remotely. This will include updates for Windows, virus software, malware removal, and disk cleanup.

Fixed Monthly Costs

With a fixed monthly cost, budgeting for IT is easy and eliminates surprises. Most maintenance will be completed through remote access. The monthly service charge will include onsite visits when it is necessary, with no hidden charges or additional fees for telephone trouble shooting. Any emergency onsite service call will be made by next business day.

The County will receive an invoice on the first of each month with a breakdown of fee cost per department as outlined in said Agreement. Payment will be due by on or before the 15th of each month. Any hardware needed will be preapproved before ordering and will be sent directly to the designated office. Each offices monthly fee will include the service for replacement of any defective hardware. Hardware will be priced at my cost, plus freight. Clay County will be billed through their account with Bass Computers for all hardware purchased. If it is necessary to build a new system there will be a \$50.00 service charge. This will be the only additional fees charged outside the monthly fees as stated above.

All parts and equipment are based on direct purchase/government pricing.

Submitted By: Ashley Culley