

Staff Operations Item 1



ERIE COUNTY WATER AUTHORITY

INTEROFFICE MEMORANDUM

October 3, 2022

To: Terrence D. McCracken, Secretary to the Authority

From: Dave W. Aubertine, Director of Cybersecurity and IT *DWA*

Subject: Request for Proposals Recommendation
Cisco Phone Systems Maintenance
Project No. 202200197

The Erie County Water Authority (Authority) recently issued a Request for Proposals (RFP) for professional services to maintain, repair, update and make adjustments to its Cisco based telephone and conferencing systems.

The RFP was issued to five firms (Aspire, CS Business Systems, ePlus – Where Technology Means More, FirstLight, and Synergy IT Solutions). Two of those did not respond (CS Business Systems and Synergy IT Solutions).

The responses were reviewed and discussed among the Information Technology staff. Qualifications and related experience of the firm, staffing and rates/fees were considered with ePlus Technology Inc. being selected

The IT Department is requesting that the RFP is awarded to ePlus. A Statement of Work (SOW) will be drafted, reviewed with the Legal Department and approval for execution will be requested at a later date.

Budget Information:

Unit: 8525

O&M Line 19 Payments to Contractors-Other

DWA:jmf

cc: R.Stoll

K.Prenderast

L.Kowalski

L.Lester,

T.McCracken

M.Carney

ECWA-165-2201-X-16