



MEMORANDUM

P.O. Box 4100 ♦ FRISCO, COLORADO 80443

TO: MAYOR AND TOWN COUNCIL
FROM: DEBORAH WOHLMUTH, TOWN CLERK
RE: HBL CONSULTING AGREEMENT FOR IT SUPPORT SERVICES
DATE: JANUARY 26, 2021

Summary Statement: The attached agreement is an annually occurring agreement for IT support services with HBL Consulting, Inc. The term of the agreement is in effect until December 31, 2021.

Background: The Town initially entered into a contract with HBL Consulting, Inc. in July, 2010. The Town has renewed contracts with the vendor on an annual basis since that time. The Standard Agreement purports by its terms to have expired on December 31, 2020 but HBL Consulting Inc. and the Town of Frisco have renewed the same for successive periods of one year each and the Standard Agreement is currently in full force and effect. The Agreement may be terminated after thirty (30) days written notice by the Town or the vendor.

Exhibits outlining the scope of services and compensation schedule are included with the agreement. Exhibit A provides a description of services for PC support (125 PCs), server support (20 servers), and network management (9 locations). Exhibit B provides information regarding rate structures and compensation schedule. HBL Consulting Inc. has agreed to maintain the same monthly fees for 2021 as were agreed upon for 2020, even though the Town has increased the number of laptops by twenty due to COVID remote working.

Staff Recommendation:

On that basis, it is my

RECOMMENDATION

that the Council:

approve and authorize the Mayor to execute the attached contract for goods and services with HBL Consulting, Inc.