

**RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT FOR
MANAGED INFORMATION TECHNOLOGY SERVICE**

WHEREAS the Rensselaer County Industrial Development Agency (the Agency) is in need of Managed Information Technology Services for its staff offices at the Quackenbush Building, and

WHEREAS, GTE Consulting LLC's proposal, a copy of which is annexed hereto, did offer the best price, and

WHEREAS, the Agency's staff has reviewed the proposal and does recommend acceptance of the proposal submitted by GTE Consulting LLC , as best meeting the needs of the Agency; and

WHEREAS, pursuant to Paragraph 4 (A) of the Agency's Procurement Policy, the provision of Managed Information Technology Services is in the nature of Professional Services, and this procurement is being made pursuant to said Paragraph 4 (A); now, therefore, be it

RESOLVED, that the Executive Director is hereby authorized to enter into a contract with GTE Consulting LLC for Managed Information Technology Services, in accord with the attached proposal, said contract to be subject to approval by Agency Counsel as to form.

Resolution ADOPTED by the following vote:

Ayes: 5

Nays: 0

Abstain: 0

January 9, 2025


STATE OF NEW YORK)
) SS.:
COUNTY OF RENSSELAER)

I, the undersigned (Assistant) Secretary of Rensselaer County Industrial Development Agency (the "Agency"), DO HEREBY CERTIFY that I have compared the foregoing annexed extract of the minutes of the meeting of the members of the Agency, including the Resolution contained therein, held on January 9, 2025 with the original thereof on file in my office, and that the same is a true and correct copy of said original and of such Resolution contained therein and of the whole of said original so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that (A) all members of the Agency had due notice of said meeting; (B) said meeting was in all respects duly held; (C) pursuant to Article 7 of the Public Officers Law (the "Open Meetings Law"), said meeting was open to the general public, and due notice of the time and place of said meeting was duly given in accordance with such Open Meetings Law; and (D) there was a quorum of the members of the Agency present throughout said meeting.

I FURTHER CERTIFY that, as of the date hereof, the attached Resolution is in full force and effect and has not been amended, repealed or rescinded.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Agency this 9th day of January, 2025.



(Assistant) Secretary

(SEAL)



Local Vendor Management and Support Agreement

This agreement serves as a guideline of terms between Rensselaer County IDA and GTE Consulting LLC with Adaptive Computer Technology Service LLC, otherwise known as (**VENDOR**). This Agreement outlines the parameters of all Managed Services covered as they are mutually understood by both parties. Location covered by this Agreement is 333 Broadway, Troy New York 12180.

Terms of Agreement

The Services will commence, and billing of \$1,650 per month will begin, on the date on which the Services are implemented and operational, which will be TBD by both parties. The Services shall be provided on a month-to-month basis and is cancelable by either party for any reason upon the provision of a two (2) month prior written notice.

VENDOR (GTE and Adaptive CTS) shall provide support for all IT related devices that are supplied by the Customer, provided that all devices are covered under current active Support Contracts. Any hardware-related service requests including, but not limited to, hardware failure or issues caused by outdated or failing hardware on hardware not covered under a Support Contract may be excluded from this Agreement and will be billed separately by VENDOR at standard hourly rates of \$175.00/hour at the sole discretion of VENDOR. All software in use on Customer devices must be genuine, currently licensed, and manufacturer supported. Any software in use on any Customer device that does not meet these provisions may be excluded from coverage under this Agreement at any time at the sole discretion of VENDOR. VENDOR agrees to work on behalf of the Customer as an IT consultant and/or liaison in the troubleshooting and resolution of software or hardware issues. Any fees due to software providers/manufacturers such as but not limited to MS Office 365 must be approved and/or paid by the Customer prior to VENDOR commencing work with the third-party on any issue. If necessary, any fees due to third-party software vendors/manufacturers, but arranged through VENDOR will be properly documented, and billed back to the Customer by VENDOR

Services Provided

ENDPOINT / USER MANAGEMENT

- Asset/Software/Hardware Reporting
- New Hardware Installs/Moves/Changes
- Project work and onboarding will be billed at VENDOR standard hourly rate

Offsite (remote) /Onsite Tech Support - limited to 10 hours, VENDOR will bill at standard hourly rates (\$175/hr) over 10 hours

NETWORK MANAGEMENT (Servers/Storage/Firewalls/Switches/Routers/Phone System)

- Fiber Network Performance Monitoring
- Server Updates & Patches (additional fees if not under manufacturer's warranty)
- Asset/Software/Hardware Reporting
- Backup & DR Support Recommendation and Consultation
- Network Health Review & Reporting
- Manage information technology and computer systems
- Advise, plan, organize, and evaluate IT and electronic data operations
- Act in alignment with client needs and system functionality to contribute to organizational policy
- Identify problematic areas and implement strategic solutions in a timely manor
- Vendor/Purchase Management: Maintain up to date device list(s)
- Provide recommendations for replacement of any computer/IT related equipment and/or software
- Coordinate and work with various IT related vendors as needed

Rensselaer County IDA

Name _____

Signature_____

Title_____

Date_____

GTE Consulting

Name_____

Signature_____

Title_____

Date_____