

MEMO to the Board—IT Consulting Service

Date: June 14, 2024
 Subject: Quotes for IT consulting service from Ashe Cosgrove and from Verus Technologies
 To: BCPUD Board of Directors
 From: Georgia Woods

OVERVIEW:

Summary:

- In April, BCPUD’s learned that our existing IT consultant would no longer be able to provide services to the District.
- Since that time, staff has requested Service Proposals from two IT consultants: Ashe Cosgrove and Verus Technologies

Staff recommendation to the Board:

BCPUD staff recommend that the Board approve the proposal from Ashe Cosgrove.

Further comments about Staff’s recommendation:

- Services from Ashe Cosgrove are projected to cost ~\$10,000 for this next year. This was less expensive than Verus’ proposals. We note that we are not comparing “apples to apples” here: Verus’ services provide more comprehensive support. However, given that we have not fully budgeted for our IT services for FY 2024/2025, we believe this is a more fiscally prudent approach. However, over the coming months, as Cosgrove serves the District, we plan to diligently itemize our IT expenses and assess whether their firm provided sufficient support to the District.
- We plan to revisit this issue in January 2025 to decide whether a more comprehensive support package (such as that offered by Verus) is needed. Once that decision is made, we will be sure to appropriately itemize “IT-Support” in the Financial Budget for the FY 2025/26.

IMMEDIATE UPGRADE TOTAL Ashe Cosgrove (1st year)				\$9,121.99
Task Description	Hardware	Software	Labor	Task Total
Task-1 Training of BCUD staff to take-over Admin Control of Microsoft SharePoint			\$1,794.00	\$1,794.00
Task 1- Quick Books Transfer	\$1,000.00		\$597.00	\$1,597.00
Task 2- Firewall and Network Upgrades	\$1,016.99		\$1,794.00	\$2,810.99

Task -3 Vulnerability Scanning (3 mo.) [Cybersecurity]		\$600.00	\$598.00	\$1,198.00
Task 4- EDR [Syber Security]		\$1,125.00	\$597.00	\$1,722.00

Detailed look at the Two Proposals:

Ashe Cosgrove:

- On May 14, BCPUD office staff met with Chris Cosgrove from Ashe Cosgrove, so that he could conduct a site survey and inventory and discuss our IT needs
- Following that visit Chris prepared a "Rough Quote" for immediate "IT improvements." His rough quote is included as a supplementary item.

Verus Technology:

- On May 21, BCPUD office staff met with Verus Technology, so that they could conduct a site survey and inventory and discuss our IT needs
- Following that visit they prepared a quote to upgrade our network and provide comprehensive IT support. Their quote and breakdown of cost is provided as a supplementary item.