

HAMILTON COUNTY, NEW YORK
REQUEST FOR PROPOSALS
PROFESSIONAL SERVICES TO PROVIDE
INFORMATION TECHNOLOGY (IT) SUPPORT

Hamilton County is requesting proposals from qualified professional technology vendors to provide Information Technology (IT) Support Services to the administrative offices located in Lake Pleasant, NY and Indian Lake, NY. The PCs at these locations vary by manufacturer, aging, specifications, and software. Hamilton County does not have an IT Department and is currently using outside vendor services to provide maintenance and support as needed for its user community. The contract will include onsite reactive support, proactive maintenance, remote access, backup and archiving, networking, IT management, training and purchasing support. The contract may include development and maintenance of the County website and related data. Proposals must include a schedule of fees and an hourly rate(s) for providing these services. The successful applicant will enter into contract negotiations with the County for the provision of professional IT services and support and shall not be entitled to any County benefits of any nature whatsoever. The term of the contract will initially be for one year, with a provision for annual renewals.

Sealed proposals must be received by the Clerk of the Board of Supervisors, PO Box 205, 102 County View Drive, Lake Pleasant, NY 12108 no later than 4:00 PM on January 22, 2021. All proposals must be clearly marked as such on the outside of the envelope.

Questions or comments regarding this Request for Proposals should be sent to the Clerk of the Board via email at ClerkofBoard@HamiltonCountyNY.gov.