

227 N. Fourth Street
Geneva, Illinois 60134
(630)463-3070
mwilkes@geneva304.org



Michael Wilkes
Director of Technology
Geneva School District 304

To: Dr. Kent Mutchler
From: Michael Wilkes
Date: June 12, 2023
Re: Telecom Support and Maintenance Recommendation

The approved 2022-23 Technology Capital Plan included the purchase of a new support and maintenance agreement for the district's existing phone system. The current agreement expires on July 18, 2023, and was included with the purchase of the current phone system in 2017. To facilitate the acquisition of a new agreement, the district began a request for proposals (RFP) process in May. As this is a specialized service, the district partnered with the same consulting firm that supported the original phone system purchase to support and advise on the process. This process resulted in the district receiving two proposals. The current provider did not submit a proposal. The proposals were reviewed and follow up questions were asked and answered by both providers in a responsive manner.

After considering all criterion, the district recommends the following:

Recommended Provider: Gregg Communications Systems, Inc.

Table I – Pricing

Item	Cost
Telecom Support and Maintenance (Year 1)	\$ 34,613
Optional Costs for Years 2 and 3 – if renewed	\$ 34,613 / year
Potential 3-year Total Cost	\$ 103,839

While the capital plan included funding for up to a five-year term, the district is seeking an initial term of one (1) year with fixed pricing options for years two (2) and three (3). This recommendation is pending Board approval, the finalization of terms and conditions, and legal review.

Thank you for your consideration.