



Buildings & Grounds Committee

Committee Meeting

60 Central Ave.
Cortland, NY 13045
<http://www.cortland-co.org>

~ Minutes ~

Tuesday, September 7, 2021

9:00 AM

Board Room

Call to Order

The meeting was called to order at 9:00 AM by Chairman Beau Harbin

Attendee Name	Organization	Title	Status	Arrived
George Wagner	Cortland County, NY	Committee Member	Present	
Beau Harbin	Cortland County, NY	Chairman	Present	
Ann Homer	Cortland County, NY	Vice Chair	Present	
Kelly L. Fairchild-Preston	Cortland County, NY	Committee Member	Excused	
Cathy Bischoff	Cortland County, NY	Committee Member	Present	
Kevin Fitch	Cortland County, NY	Committee Member	Excused	
Joseph Nauseef	Cortland County, NY	Committee Member	Present	
Rob Corpora	Cortland County, NY	County Administrator	Present	
Thomas McGrath	Cortland County, NY	Deputy Director, Information Technology	Present	
Charles Miller	Cortland County, NY	Superintendent Buildings and Grounds	Present	
Sandra Price	Cortland County, NY	Board Member	Present	
Susan Wilson	Cortland County, NY	Board Member	Late	9:07 AM
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present	
Patricia Dawson	Cortland County, NY	Deputy Clerk of the Legislature	Present	

MINUTES

1. Buildings & Grounds Committee - Committee Meeting - Aug 10, 2021 9:00 AM

RESULT:	ACCEPTED AS AMENDED [UNANIMOUS]
MOVER:	Ann Homer, Vice Chair
SECONDER:	Joseph Nauseef, Committee Member
AYES:	Wagner, Harbin, Homer, Bischoff, Nauseef
EXCUSED:	Kelly L. Fairchild-Preston, Kevin Fitch

Resolutions

AGENDA ITEM NO. 1 – Authorize Contract Direct Energy for Natural Gas - Buildings and Grounds

RESULT:	APPROVED [UNANIMOUS]
	Next: 9/14/2021 10:00 AM
MOVER:	Ann Homer, Vice Chair
SECONDER:	Joseph Nauseef, Committee Member
AYES:	Wagner, Harbin, Homer, Bischoff, Nauseef
EXCUSED:	Kelly L. Fairchild-Preston, Kevin Fitch

ON MOTION OF HARBIN

RESOLUTION NO.

Authorize Contract Direct Energy for Natural Gas - Buildings and Grounds

WHEREAS, Resolution No. 44-11 authorized the Municipal Electric and Gas Alliance (MEGA) to represent Cortland County in a bid for natural gas, AND

WHEREAS, MEGA in conjunction with Genesee County, NY issued invitations to bid, AND

WHEREAS, MEGA's consulting firm Energy Next evaluated the bids on behalf of alliance members including Cortland County, AND

WHEREAS, upon careful review and analysis it was determined that Direct Energy, One Hess Plaza, Woodbridge, N.J. 07095 was the lowest responsible bidder, and a program agreement was executed with Direct Energy Corporation, AND

WHEREAS, the Cortland County Buildings and Grounds and Finance and Administration Committees have recommended selecting Direct Energy's price protection program which will provide the County with natural gas at \$-.- per decatherm for 36 months commencing on July 1, 2021 and ending June 30, 2024, with the option of extensions, NOW THEREFORE BE IT

RESOLVED, that Cortland County renew the agreement with Direct Energy Corporation for 112 River St, 159 Main St, 60 Central Ave, 49 Grant St, 54 Greenbush St, 7 Clayton Ave, 4267 Traction Drive, 999-B Tompkins St, 37 Church St, 922 State Route 222, 99 Main St, 137 Pendleton St, and 4267 Traction Drive HB4, AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature hereby authorize the County Administrator, upon the approval of the County Attorney or designee, to authorize an agreement, change, or renewal with Direct Energy Corporation, One Hess Plaza, Woodbridge N.J., 07095 for natural gas.

MONTHLY REPORTS

1. Buildings & Grounds Activity Report

RESULT:	COMPLETED
----------------	------------------

2. Information Technology Monthly Reports

RESULT:	COMPLETED
----------------	------------------

ADJOURNMENT

The meeting was closed at 9:58 AM



Buildings & Grounds Committee

Committee Meeting

60 Central Ave.
Cortland, NY 13045
<http://www.cortland-co.org>

~ Minutes ~

Tuesday, August 10, 2021

9:00 AM

Board Room

CALL TO ORDER

The meeting was called to order at 9:00 AM by Chairman Beau Harbin

Attendee Name	Organization	Title	Status	Arrived	Departed
George Wagner	Cortland County, NY	Committee Member	Excused		
Beau Harbin	Cortland County, NY	Chairman	Present		
Ann Homer	Cortland County, NY	Vice Chair	Present		
Kelly L. Fairchild-Preston	Cortland County, NY	Committee Member	Excused		
Cathy Bischoff	Cortland County, NY	Committee Member	Present		
Kevin Fitch	Cortland County, NY	Committee Member	Present		
Joseph Nauseef	Cortland County, NY	Committee Member	Present		
Rob Corpora	Cortland County, NY	County Administrator	Present		
Paul Heider	Cortland County, NY	Chair, Legislature	Present		
Savannah Hempstead	Cortland County, NY	Clerk, County Legislature	Present		
Jack Hess	Cortland County, NY	Director, Information Technology	Present		
Charles Miller	Cortland County, NY	Superintendent Buildings and Grounds	Present		
Andrea Herzog	Cortland County, NY	Director of Finance	Present		
Valerie Puma	Cortland Standard	Reporter	Present		
Francis J. Casullo	Cortland County, NY	County Attorney	Present	9:12 AM	9:18 AM
Susan Wilson	Cortland County, NY	Board Member	Present	9:26 AM	

Minutes Acceptance: Minutes of Aug 10, 2021 9:00 AM (MINUTES)

MINUTES

Buildings & Grounds Committee - Committee Meeting - Jul 6, 2021 9:00 AM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Ann Homer, Vice Chair
SECONDER:	Joseph Nauseef, Committee Member
AYES:	Harbin, Homer, Bischoff, Fitch, Nauseef
EXCUSED:	George Wagner, Kelly L. Fairchild-Preston

RESOLUTIONS

AGENDA ITEM NO. 1 – Award Bid/Authorize Contract for Jail Boiler Replacement - Buildings & Grounds

RESULT:	APPROVED [UNANIMOUS]
	Next: 8/17/2021 10:00 AM
MOVER:	Ann Homer, Vice Chair
SECONDER:	Joseph Nauseef, Committee Member
AYES:	Harbin, Homer, Bischoff, Fitch, Nauseef
EXCUSED:	George Wagner, Kelly L. Fairchild-Preston

ON MOTION OF HARBIN**RESOLUTION NO.****Award Bid/Authorize Contract for Jail Boiler Replacement - Buildings & Grounds**

WHEREAS, a Request for Proposal was issued to replace both boilers, controls and venting in the Cortland County Jail, AND

WHEREAS, one valid proposal was received from Reagan-Riter Boiler Works, Inc. in the amount of \$47,419.00, AND

WHEREAS, based upon the results of the RFP, the Building and Grounds Committee recommends Reagan-Riter Boiler Works, Inc. be awarded the contract, AND

WHEREAS, resolution #313-15 created a Jail Project Reserve for repairs, construction, capital projects or other related expenses for the correctional facility, with a current balance of \$1,364,107, and it is the recommendation of the Buildings and Grounds Committee to utilize reserve funds for the boiler replacement, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to enter into a Contract with Reagan-Riter Boiler Works Inc., P.O. Box 228, 4739 Carroway Hill Road, Homer, NY 13077, for the replacement of these boilers, not to exceed \$47,419.00, AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature approves the use of Jail Project Reserve funds, up to \$47,419.00 for the replacement of both boilers in the County Jail, AND BE IT FURTHER

RESOLVED, the 2021 budget be amended as follows:

INCREASE:

A31505.52320	Building Improvements	\$47,419.00
A351100	Appropriated Reserves	\$47,419.00

Minutes Acceptance: Minutes of Aug 10, 2021 9:00 AM (MINUTES)

AGENDA ITEM NO. 2 – Authorize Agreement for Secure Website Form Submission - Information Technology

RESULT: **APPROVED [UNANIMOUS]**

Next: 8/17/2021 10:00 AM

MOVER: Ann Homer, Vice Chair

SECONDER: Kevin Fitch, Committee Member

AYES: Harbin, Homer, Bischoff, Fitch, Nauseef

EXCUSED: George Wagner, Kelly L. Fairchild-Preston

ON MOTION OF HARBIN

RESOLUTION NO.

Authorize Agreement for Secure Website Form Submission - Information Technology

WHEREAS, quotes were requested for the creation of a secure website to accept and process forms for various departments, AND

WHEREAS, quotes were received from the following:

Company	Address	Amount
IMM, LLC	28 Michigan Hollow Road, Spencer, NY 14883	\$4,675
Freshy Sites	306 S. Meadow Street, Ithaca NY 14850	\$16,500

, AND

WHEREAS, IMM, LLC of 28 Michigan Hollow Rd Spencer, NY 14883 submitted the lowest responsible quote, NOW THEREFORE BE IT

RESOLVED, that IMM, LLC of 28 Michigan Hollow Rd Spencer, NY 14883 is hereby awarded the contract for the development of a secure web site to accept and process forms for various departments, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, subject to appropriation by the Legislature, is hereby authorized to enter into a contract with IMM, LLC of 28 Michigan Hollow Rd Spencer, NY 14883 for the development of a secure web site to accept and process forms for various departments.

AGENDA ITEM NO. 3 – Amend 2021 Budget to Accept 2021 Elections Cyber Security Remediation Grant Agreement - Information Technology

RESULT: **APPROVED [UNANIMOUS]**

Next: 8/17/2021 10:00 AM

MOVER: Ann Homer, Vice Chair

SECONDER: Kevin Fitch, Committee Member

AYES: Harbin, Homer, Bischoff, Fitch, Nauseef

EXCUSED: George Wagner, Kelly L. Fairchild-Preston

ON MOTION OF HARBIN

RESOLUTION NO.

Amend 2021 Budget to Accept 2021 Elections Cyber Security Remediation Grant Agreement - Information Technology

WHEREAS, the New York State Board of Elections (NYS BOE) has awarded Cortland County

Minutes Acceptance: Minutes of Aug 10, 2021 9:00 AM (MINUTES)

Information Technology a Elections Cybersecurity Remediation Program grant in the amount of \$73,397.81, resulting in no new County costs, in support of NYS BOE projects, AND

WHEREAS, the fiscal period for this grant is December 21, 2019 to December 31, 2021, with no extensions allowed by NYS Board of Elections, NOW THEREFORE BE IT

RESOLVED, that Cortland County Information Technology is hereby directed to expend the grant funds according to the stated grant guidance, AND BE IT FURTHER

RESOLVED, that the 2021 budget is amended as follows:

		Current	Change	Revised
A16805.43089.BOE	BOE Grant	0	73,397.81	73,397.81
A16805.52060.BOE	Technical Equipment	0	56,397.81	56,397.81
A16805.54055.BOE	Consulting Services	0	17,000	17,000

, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee and subject to appropriation of funding, be and hereby is authorized to sign the grant contract with the New York State Board of Elections.

AGENDA ITEM NO. 4 – Amend 2021 Budget to Accept 2020 State Homeland Security Grant and Authorize Required Grant Agreement - Information Technology

RESULT:	APPROVED [UNANIMOUS]
	Next: 8/17/2021 10:00 AM
MOVER:	Ann Homer, Vice Chair
SECONDER:	Kevin Fitch, Committee Member
AYES:	Harbin, Homer, Bischoff, Fitch, Nauseef
EXCUSED:	George Wagner, Kelly L. Fairchild-Preston

ON MOTION OF HARBIN

RESOLUTION NO.

Amend 2021 Budget to Accept 2020 State Homeland Security Grant and Authorize Required Grant Agreement - Information Technology

WHEREAS, the New York State Department of Homeland Security and Emergency Services (NYS DHSES) has awarded Cortland County Information Technology a grant in the amount of \$50,000, resulting in no new county costs, in support of State Cyber Security Projects, CFDA #97.063, AND

WHEREAS, the fiscal period for this grant is April 1, 2021 to August 31, 2022, with no extensions allowed by NYS DHSES, NOW THEREFORE BE IT

RESOLVED, that Cortland County Information Technology is hereby directed to expend the grant funds according to the stated grant guidance, AND BE IT FURTHER

RESOLVED, that the 2021 budget is amended as follows:

Current	Increase	Revised
---------	----------	---------

A16805.44389.DHSES Other Public Safety-Federal	0	50,000	50,000
A16805.52060.DHSES Capital Computer Equip	0	25,186	25,186
A16805.54055.DHSES Professional Svcs	0	24,814	24,814

, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee and subject to appropriation of funding, be and hereby is authorized to sign the grant contract with the New York State Department of Homeland Security and Emergency Services, AND BE IT FURTHER

RESOLVED, the Director of Finance shall carryover all unused grant funds to the subsequent year(s) budget covered by the grant, per approved grant agreements.

MONTHLY REPORTS

1. Buildings & Grounds Monthly Reports

RESULT:	COMPLETED
----------------	------------------

2. Information Technology Monthly Budget Report

RESULT:	COMPLETED
----------------	------------------

ADJOURNMENT

The meeting was closed at 10:02 AM



CORTLAND COUNTY BUILDINGS & GROUNDS
Safety Office and Code Enforcement
60 Central Ave. B-28
Cortland, NY 13045-2746



3.1.a

Chuck Miller, B&G Superintendent 607-753-5068

David Clay Jr., BM Foreperson 607-753-5190

TO: B&G Committee

FROM: Chuck Miller, Superintendent, Safety and Code Enforcement Officer

DATE: 9/1/2021

SUBJECT: Activities Report for July 2021

Here are our monthly updates, please feel free to contact me if there are any questions or concerns or more information needed and I will accommodate in any way I am able.

NOTE: We are finding extremely difficult to locate materials, equipment, and many other items we use. Vendors and Contractors alike are experiencing delays that go from weeks to months, I am formulating a plan to get us through this difficult time and maintain stability, once measures are in place we will revisit areas that are in serious delay due to these times.

We had 0 days of full staff due to time off and medical as well as open positions

- 1) 37 Church preparing specs to have DA moved by company to expedite quicker.
- 2) I have investigated incidents for the Safety office, and recorded over 20+ reports. Fire drills and inspections scheduled, some implemented. GO2BLU finalization in progress for Panic System project completion date mid-August. Have done more instruction for departments and am currently working with the Company and our IT department for installs and issues.
- 3) Continue to work on space issues and ideas with County Administrator and Committee Chair, Chairman of Legislature, to manage County space to its best usage.
- 4) Budget spending continues to be held to a minimum, but we are now starting to address needed issues that have been tabled for a period of time.
- 5) Renovations of office space to relocate Assigned Council near complete, beginning of B2 space to follow for DSS usage.
- 6) Completed work on and submitted County budget process for 2022.
- 7) Boilers at Jail, this now needs new discussion.
- 8) Still working with Elevator Companies for renewing the County Office Building elevator, should have something going by September, with RFP out in September.
- 9) Worked well into the night of the Henri storm, generator checks and staff deployment during the rains and power outages.
- 10) Installation of split AC system in new entry nearing completion.
- 11) Continue to work with the Veterans volunteers and soon to begin renovation of the entire memorial site, set to be completed in August.
- 12) Began interview process to fill vacant position. Still no applications taken.
- 13) Sealing and Striping of the lots continues.
- 14) Safety inspections resumed, correcting issues found, working with One-Group on employee safety, completed a safety survey of all properties with One-Group also.
- 15) Working with administrator Corpora on plan for Grant St.
- 16) Working with Ms. Haskins of Office of Aging on layout and renovations, needs etc. for new South Main St. senior Center.

Respectfully
Chuck Miller
Superintendent of Building and Grounds
Code/Safety officer

Attachment: Departmental activities report 8-2021 (9847 : Buildings & Grounds Activity Report)

08/24/2021 11:38
jhess

Cortland County
YEAR-TO-DATE BUDGET REPORT
INFORMATION TECHNOLOGY

P
glytdbud 1

FOR 2021 08

ACCOUNTS FOR: A GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
A168042 DATA PROCESSING							
A168042 41289 DEPARTMENTAL FEES	-44,348	0	-44,348	-22,928.56	.00	-21,419.44	51.7%*
TOTAL DATA PROCESSING	-44,348	0	-44,348	-22,928.56	.00	-21,419.44	51.7%
A16805 DATA PROCESSING							
A16805 51005 PERSONAL SERVICES	518,129	0	518,129	301,140.49	.00	216,988.51	58.1%
A16805 51020 OVERTIME PAY	0	0	0	55.16	.00	-55.16	100.0%*
A16805 52015 Department Specific	5,000	215	5,215	3,780.97	1,174.29	260.23	95.0%
A16805 52060 Capital Computer E	110,600	6,970	117,570	46,979.74	6,000.00	64,589.92	45.1%
A16805 54000 TELEPHONE	1,200	0	1,200	693.91	.00	506.09	57.8%
A16805 54002 COMPUTER MTN/AGREE	99,049	-99,049	0	.00	.00	.00	.0%
A16805 54004 COMPUTER SOFTWARE	55,100	687	55,787	41,486.22	1,704.08	12,596.70	77.4%
A16805 54005 Office Materials &	600	1,050	1,650	1,074.42	12.12	563.46	65.9%
A16805 54014 RENEWALS MTN AGREE	6,800	-6,800	0	.00	.00	.00	.0%
A16805 54015 Maintenance Agreem	0	104,299	104,299	40,154.86	3,500.00	60,644.14	41.9%
A16805 54020 POSTAGE	50	0	50	.00	.00	50.00	.0%
A16805 54035 EDUCATION & TRAINI	1,000	-82	918	.00	.00	918.24	.0%
A16805 54040 ASSOC/MEMBERSHIP D	50	0	50	50.00	.00	.00	100.0%
A16805 54045 Travel & Sustenanc	1,450	200	1,650	.00	.00	1,650.00	.0%
A16805 54047 MILEAGE REIMBURSEM	200	-200	0	.00	.00	.00	.0%
A16805 54050 Equip. Repairs & M	2,500	0	2,500	1,660.48	.00	839.52	66.4%
A16805 54055 PROFESSIONAL SERVI	2,000	0	2,000	720.00	.00	1,280.00	36.0%
A16805 54060 LEGAL NOTICES / AD	0	1,182	1,182	1,100.00	.00	81.76	93.1%
A16805 54065 EQUIP RENT / LEASE	3,500	0	3,500	2,109.14	.00	1,390.86	60.3%
A16805 54070 INSURANCE	3,842	0	3,842	3,988.83	.00	-146.94	103.8%*
A16805 58020 RETIREMENT	72,538	0	72,538	.00	.00	72,538.13	.0%
A16805 58030 FICA	39,637	0	39,637	21,698.61	.00	17,938.30	54.7%
A16805 58040 WORKERS COMP	15,960	0	15,960	16,172.14	.00	-212.14	101.3%*
A16805 58060 HEALTH INS	124,678	0	124,678	64,853.76	.00	59,824.54	52.0%
A16805 58062 DENTAL INS	632	0	632	315.51	.00	316.17	49.9%
A16805 58065 VISION CARE BENEFIT	137	0	137	32.84	.00	104.36	23.9%
TOTAL DATA PROCESSING	1,064,652	8,472	1,073,124	548,067.08	12,390.49	512,666.69	52.2%
TOTAL GENERAL FUND	1,020,304	8,472	1,028,776	525,138.52	12,390.49	491,247.25	52.2%
TOTAL REVENUES	-44,348	0	-44,348	-22,928.56	.00	-21,419.44	
TOTAL EXPENSES	1,064,652	8,472	1,073,124	548,067.08	12,390.49	512,666.69	

Attachment: IT_YTD_BudgetReport-082021 (9863 : Information Technology Monthly Reports)

08/24/2021 11:38
 jhess

Cortland County
YEAR-TO-DATE BUDGET REPORT
INFORMATION TECHNOLOGY
P
glytdbud ²
FOR 2021 08

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	1,020,304	8,472	1,028,776	525,138.52	12,390.49	491,247.25	52.2%

** END OF REPORT - Generated by Jack Hess **



01010111 01100101 00100111
 01110010 01100101 00100000
 01101000 01100101 01110010
 01100101 00100000 01110100
 01101111 00100000 01101000
 01100101 01101100 01110000
 00100001

Information
Technology

CORTLAND COUNTY

Jack Hess
 Director

Tom McGrath
 Deputy Director

August 27, 2021

Information Technology August 2021 Monthly Report

Executive Summary

- IT
 - Voice and data changes
 - The Verizon is circuit is now online.
 - Requested quotes for a replacement uninterruptable power supply.
 - This is in our budget and will replace a 15+ year old UPS in the NOC.
 - Discuss the viability of using 5G technology for internet redundancy.
 - AT&T will be providing a 5G device for proof of concept testing.
 - Discuss cyber security insurance limits and coverage with McNeil Insurance.
 - I have contacted our representative to have this discussion.
 - Discuss hardening our Shoretel VOIP phone system with All Mode
- DERC
 - Work on Spillman server SSL certificate issues.
- Landfill
 - A radio link between the COB and the Virgil Tower failed resulting in a loss of phones and internet at the Landfill.
 - Integrated Systems was called to repair the problem which turned out to be a fried radio.

Attachment: 2021_08_Monthly_Report (9863 : Information Technology Monthly Reports)

Departmental Priorities and Focus

Create a clear vision of IT for the future

- Status: In Process
 - The next committee meeting is scheduled for August 12th.

Upgrade the internet bandwidth available to the county

- Status: In Process
 - Verizon is scheduled to come on line shortly.

Cyber Security

- Status: In Process
 - Purchased ManageEngine to handle patch management.
 - Awaiting on sign off from the County Attorney.

Disaster recovery and business continuity planning

- Status: In Process
 - Switches, servers and upgraded software is now place to support disaster recovery and continuity. At this time we are using the PSB as our redundant site.

Get a backup air conditioning unit for the network operations center (NOC)

- Status: In Process
 - Chuck Miller will be discussing the quotes he received.

County Wide Services

- Provide mail and print services to all County departments
- Provide fast reliable computer network for entire County
- Prepare new computers for Departments
- Maintain and enhance application programs for various departments to provide accurate and timely reports
- Monitor our security posture to mitigate the threat of ransomware and other attacks
- Provide desktop support
- Telecommunications support
- Access control to County buildings
- Camera and security systems
- Respond to requests for email archiver information (FOIL requests, etc.)
- Respond to alerts from intrusion detection system (IDS)
- Assign Munis roles and permissions

Departments

- | | | |
|-------------------------|------------------------|--|
| • Aging | • District Attorney | • Public Defender |
| • Assigned Counsel | • Elections | • RPTS |
| • Buildings and Grounds | • Finance | • Recycling |
| • CAC | • Grant Administration | • Sheriff |
| • CWCC | • Health | • Soil and Water Conservation District |
| • County Administration | • Highway | • Solid Waste |
| • County Attorney | • Legislators | • Treasurer |
| • County Clerk | • Mental Health | • Veterans |
| • DERC | • Personnel | |
| • DMV | • Planning | |
| • DSS | • Probation | |

External Agencies

- | | | |
|-----------------|---------------|-------------------------|
| • SUNY Cortland | • Cortland PD | • MAVAC |
| • Homer PD | • Cortland FD | • Town of Cortlandville |
| • Homer FD | • NYSP | • Town of Freetown |

Contracts (Company, Service, Amount, Expires, Informational/Action Required)

- | | | | | |
|-------------------------|-----------------------|---------------|------------|-------|
| • Barracuda | Email archiver maint. | \$5,000/year | 11/30/2021 | Info. |
| • SHI | SAN maintenance | \$24,000/year | 12/31/2021 | Info. |
| • Radwin | Radio maint. | \$5,000/year | 3/13/2022 | Info. |
| • Barracuda | Load balancer maint. | \$5,000/year | 3/28/2022 | Info. |
| • Trebron | Anti-Virus | \$7,110/year | 5/25/2022 | Info. |
| • Pitney Bowes | Postage Meter | \$5,820/year | 6/30/2022 | Info. |
| • Cisco | WebEx | \$10,000/year | 6/30/2022 | Info. |
| • Palo Alto | Firewall maint. | \$8,000/year | 8/9/2022 | Info. |
| • Toshiba Business Sol. | Copier/Printers | \$63,000/year | 9/30/2022 | Info. |
| • GoDaddy | SSL Certificate | \$450/year | 7/15/2023 | Info. |
| • Momentum | Phones – Service | \$10,991/year | 3/31/2024 | Info. |
| • Nitel | Internet Service | \$12,000/year | 12/31/2024 | Info. |
| • Verizon | Internet Service | \$12,000/year | 12/31/2024 | Info. |
| • All Mode | Phones - Support | \$15,699/year | 12/31/2024 | Info. |
| • Westlaw | Online Legal Search | \$17,000/year | 8/31/2026 | Info. |

•