



Yamhill County
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INFORMATION TECHNOLOGIES

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DATE: September 9, 2020

TO: Yamhill County Board of Commissioners; Ken Huffer, County Administrator;
Justin Hogue, Business Services Director

FROM: Shane Hoffman, IT Manager

SUBJECT: Shoretel Yearly Maintenance Support

ATTACHMENTS (2): Structured Quote
Purchase Order

Request:

IT is requesting Board of Commissioners' authorization to purchase Shoretel maintenance for \$35,166.72 from Structured for 2020-21 fiscal year. The support agreement is for one year and includes the Shoretel licenses as well as support for all Shoretel equipment except the physical phones (see attached quote).

I recommend we keep our maintenance and support for fiscal year 2020-21 with Structured because they are the chosen vendor working with the County on the Shoretel Connect upgrade project, and they have current knowledge of our Shoretel system. If we utilize Structured as our vendor for maintenance and support, it will help ensure system reliability and availability. It is for these reasons I recommend we do not need three quotes.

Thank you for your time and consideration for this request.

Regards
Shane J Hoffman

Accepted by Yamhill County
Board of Commissioners on
9/17/2020 by Board Order
20-321