



# COMMISSIONERS COURT CONTRACT FORM

## CONTRACT SUMMARY

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**Approve and authorize the County Judge to sign the Service Agreement with CyberReef Solutions for Mobile Device Management (MDM) services. This item has been reviewed and approved by the County Attorney's Office. (Contract No. 2018-0610)**

**ADDITIONAL BACKGROUND:** Purchase of a MDM is to configure and use a single, unified portal to manage all devices and access device status 24/7.

**FISCAL IMPACT:** Cost per unit (cellular phone, hotspot device, etc.) is \$5 per month. To the present date we have 260 units that will be activated two months before any election. Total of services depends on the number of elections we conduct per fiscal year. Depending on the election, we will be utilizing the following accounts to pay for services: COSR-6033-0000000-431-10-11150-0001-00000-600330-SR-ELECTSVC-ELECTIONS EXPENSE or COGF-1000-0000000-431-10-11150-0001-00000-600330- GF-ELECTIONS-ELECTIONS EXPENSE.

**PRIOR COURT ACTION:** N/A.

**RECOMMENDATION:** Approve and authorize the County Judge to sign the Service Agreement with CyberReef Solutions for Mobile Device Management (MDM) services. This item has been reviewed and approved by the County Attorney's Office. (Contract No. 2018-0610)

## BASIC CONTRACT DETAILS

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**CONTRACT NO.:** 2018-0610

**CONTRACT TITLE:** Mobile Management Device (MDM) / DocuSign

**SECOND PARTY:** CyberReef Solutions

**CONTRACT TYPE:** Software License/Installation/Support

## TERM AND BUDGET DETAILS

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**TERM:** 1 Year

**EXTENSION OPTIONS:** Annual Renewal - Upon Mutual Agreement

**EFFECTIVE DATE:** 10/1/2018

**MOD EFFECTIVE DATE (If Applicable):** 01/01/0001

EXPIRATION DATE: 09/30/2018  
MOD EXPIRATION DATE (If Applicable): 01/01/0001  
EXTENSION DEADLINE DATE (If Applicable): 01/01/0001  
AMOUNT: 0  
MOD AMOUNT (If Applicable):

## **APPROVALS**

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### **COUNTY ATTORNEY APPROVAL**

The attached document has been given legal review by the El Paso County Attorney's Office on behalf of the County of El Paso, its officers, and employees. Said legal review should not be relied upon by any person or entity other than the County of El Paso, its officers, and employees.

COUNTY ATTORNEY: Christina Sanchez  
LEGAL REVIEW:  
LEGAL REVIEW NOTES (If Applicable):  
DATE: 1/1/0001

### **DIRECTOR/DEPARTMENT HEAD APPROVAL**

The undersigned hereby certifies that he/she has read the contract, understands and approves the contract terms and conditions and further certifies that the contract conforms to the bid specification, if any, and acknowledges that he/she is responsible for administering all terms and conditions.

DIRECTOR/DEPARTMENT HEAD/DESIGNEE: Lisa Wise  
DEPARTMENT CONTACT: Lisa Wise  
DEPARTMENT: Elections  
DATE: 09/24/2018