



**Ravenna City Council
Information Systems Committee Meeting Minutes
July 13th, 2020**

The public meeting was held via Zoom and live streamed via YouTube. A video recording of the meeting can be found at: <https://www.youtube.com/watch?v=3fLvZLQIdCs>

Council present via Zoom: Council President Andrew Kluge, Amy Michael, Rob Kairis, Paul Moskun, Cheryl Wood, Tim Calfee, Christina West, and Matt Harper.

Also attending the meeting via Zoom: Mayor Frank Seman; Police Chief, Jeff Wallis; Law Director, Frank Cimino; Finance Director, Brian Huff; Assistant City Engineer, Patrick Jeffers; Service Director, Kay Dubinsky; and Council Clerk, Chelsea Gregor

The Information Systems Committee Meeting was called to order at 8:18 P.M. by Chairperson, Cheryl Wood.

The only discussion item was the contract renewal with Quality IP.

Mr. Kairis conveyed his concern about bidding the contract out, even when it is not required. He feels that the City should engage more than one company to make sure it is getting a fair competitive price, adding that he is not questioning the work Quality IP has done or the state of technology at the City. His concern is the longer the City engages in the same company the harder it is to get out of it.

Mr. Moskun stated his concern with receiving items without sufficient time to review them, especially if other bids were desired.

Mr. Huff stated that he has worked with Quality IP in Kent and can speak to that. He met with the CEO of the company who came in to talk to management and presented some of the options. The quote that the City received is only \$100 more per month than what the City contracted with them in 2018, which is about a 1% increase over a four-year period. They have added on a lot more services than when they first started with the City. Mr. Huff was going to bring it to the meeting the month prior but did not have a current quote at the time. He stated that it would definitely be a consideration if Council wanted to bid it out, but the City did receive a negotiated price and is involved with so many new things, including the new phone system which is set to go live on Thursday.

Ms. Wood and Ms. Moskun stated their concern with the time frame of receiving item information in relation to the timeframe in which it needs to pass. Ms. Michael stated that unfortunately items can come up last minute or change and may not always be able to be reviewed the way Council would like to. She thinks that the item needs to be moved forward, especially with so many items and services in progress with the current company.

Mayor Seman stated that the new phone system is set to go live Thursday and thinks it is a good contract that the City received. He recommends that it be moved forward, adding that he would be willing to work toward getting other bids and the steps needed.

Mr. Kairis stated to clarify that he was asking if a bid was required, and instead of writing specs for a bid, to invite companies to give the City their quote for services if bidding is desired.

- The item was moved forward

There being no further business for discussion, the meeting adjourned at 8:31 P.M.

ATTEST:

Clerk of Council

**Cheryl Wood, Chairperson
Information Systems Committee**