

AGENDA # K.9
Scio Township Board of Trustees
Approval of Revised Managed IT Services Agreement with CTC Technologies

FOR MEETING DATE OF: March 10, 2026

PREPARED ON: March 4, 2026

PREPARED BY: Kristy Aiken

SUBMITTED BY: Manager

ITEM TYPE: Possible Action

SUGGESTED ACTION: Approve the Statement of Work with CTC Technologies for managed IT services under existing Master Service Agreement

BACKGROUND: Scio Township currently maintains a Master Service Agreement with CTC Technologies for services related to firewall management and support, secure remote access, unified threat detection and network management and support. In addition to these services, Scio periodically receives other IT services from CTC that fall outside the scope of the Master Service Agreement and are billed on an as-needed basis.

CTC has provided the Township with a Superseding Statement of Work (SOW) which would replace the prior managed services scope while maintaining the same service term end date. The proposed SOW expands the scope of services to include desk-side support, Office 365 Management and Windows administration under the managed services structure. This will allow the Township to receive these services for a fixed monthly cost rather than on as-needed basis. Based on current usage, it is estimated to reduce costs by approximately one-third compared to the current block of hours.

The monthly cost for the services previously covered under the block of hours arrangement will be \$4,464 per month under the proposed agreement. The total cost for the full Managed Service Provider (MSP) services package is \$7,130.25 per month, or \$85,560 annually.

FISCAL IMPACT: \$31,248 for 7 months from fund 101-228-823

RECOMMENDATION: Office Coordinator recommends approval.

MODEL MOTION: To approve the Superseding Statement of Work with CTC Technologies, Inc. for managed IT services under the existing Master Service Agreement, at an additional cost per month of \$4,464.00 from fund 101-228-823, and authorize the Supervisor to execute the agreement on behalf of the Township.

ATTACHMENTS:

SCIO Township - SOW - New Services.pdf

Current Master Agreement.pdf