

Alan Day

From: Jeff Skelton <jskel1@outlook.com>
Sent: Thursday, August 6, 2020 10:11 PM
To: Alan Day
Subject: 2021 proposed contract
Attachments: 2021 proposed contract.docx

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Good evening.

Attached is the updated contract for 2021.

Let me know if you recommend any changes.

I did need to go up (like everyone else) this year.

I estimated 12 additional hours, but based on the last year, you might want to add more.

Thanks

Jeff

Jeff Skelton Proposed 2021 Contract

Monthly retainer fee - \$95 per hour x 3 hours.

Retainer services:

Scanning logs sent from email, email archive, backups and other services for errors. These logs are sent daily.

Availability for general questions and other simple consulting from GM.

Services provided at additional cost:

The three-hour retainer should cover time spent doing task listed above. The purpose of the retainer is to allow more efficient billing without having to keep up with every conversation or time looking at emailed logs.

Any other service above the basic retainer service will be billed at \$95 per hour in quarter hour increments and the number of hours will vary based on requested services. Services are classified as IT consulting and any needed supply or part will be purchased by the Brazos Valley Groundwater District.

Contract approximated at \$3,420 to \$4560.