



County of Luzerne Contract Review Worksheet

Contract Number: <small>(Dept., Division, FY, #)</small>	2015-71
Authority:	
<input type="checkbox"/> County Manager Execute	
<input type="checkbox"/> Council Approval Required	

1. Dept. Name / Account: IT 100.4172		2. Date: 12/22/2014	
3. Contract Administrator: David Parsnik		4. Phone: 570.332.9200	
5. Contract Attributes:		<input type="checkbox"/> Amendment/Change Order	
<input checked="" type="checkbox"/> Original		Amendment/Change Order Number:	
<input checked="" type="checkbox"/> Expenditure <input type="checkbox"/> Revenue		Bid/RFP Required? Sole Source Contract? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
<input type="checkbox"/> Intergovernmental <input type="checkbox"/> Personal/Professional Svcs <input checked="" type="checkbox"/> Purchase of Goods <input type="checkbox"/> Lease <input type="checkbox"/> Construction <input type="checkbox"/> Other		Bid/RFP No: 11413RFP1ITD Date: 12/4/2013 Please attach copy of Bid/RFP or justification.	
Contract No: Date:		Please attach copies of original/amendments.	
6. Description of Contract: Telephone systems equipment maintenance			
7. Name of Contractor: Frontier		8. EIN: - SSN: -	
9. Has County contracted with Contractor previously during this fiscal year? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Please list County department if other than the department listed on number 1 above.			
10. Effective Date: 1/1/2015		11. Termination Date: 12/31/2015	
12. Contract Budget:		13. Payment Terms:	
Original Contract Amt: \$ 1,144.00 Total of Previous Amendments: \$ Current Amendment: \$ Total Contract Amt \$ 1,114.00		<input type="checkbox"/> Prepaid <input type="checkbox"/> Arrears <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Progress <input type="checkbox"/> Other <input type="checkbox"/> Fixed <input checked="" type="checkbox"/> Actual <input type="checkbox"/> Not To Ex	
		14. Source of Funds:	
		<input type="checkbox"/> Fed/State Grant: % <input type="checkbox"/> State Allocation: % <input checked="" type="checkbox"/> County: 100% Fed Catalog No: State Agency:	
15. Fund: 100 Dept. Code: 4172 Description Number: 3750		16. Current Appropriation Sufficient? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
17. County Council Agenda Date, if required. Please attach agenda item.			
18. Remarks: Monthly telephone systems maintenance renewal contract for Courthouse, Penn Place, Hazleton, Prison minimal offenders building covering voice mail, equipment and telephones. RFP was completed and Frontier was most qualified vendor. Contract will be month-to-month not to exceed 6 months. New County VOIP system will be implemented early in 2015 and current contract will be eliminated.			
19. Signature Route:			
 Contract Administrator		 Purchasing Director	
 Division Head		 County Solicitor	
Dated 12/22/14		Dated 12-22-14	
Dated		Dated	

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