

Town of Scituate  
Request for Proposal  
IT Consulting Services

The Town of Scituate is seeking an individual to provide IT consulting services to the Town. Interested applicants should forward their resume, references, and a proposed hourly fee, in a sealed envelope clearly labeled "IT Consulting Services Proposal" to the following address by 2:00 PM May 22, 2019:

Treasurer  
Town of Scituate  
195 Danielson Pike  
Scituate, RI 02857

Candidate will be evaluated on their ability to satisfy the minimal requirements below and their proposed hourly fee.

Ten years experience in the IT field, with at least five in a senior project management position.

Project management experience including development/management of project budgets.

Demonstrated ability to analyze systems and develop design specifications for upgrading systems to desired standards.

Experience analyzing and documenting Microsoft Windows based workstations and server systems, VM Ware Operating Systems, firewall management, VPN Management, LAN, and WAN management, Voice, over IP phone system, and video surveillance systems.

Experience reviewing vendor invoices (labor, materials, IT services) and their compliance with contractual provisions.

Experience with government entities.

Experience coordinating relocating IT operations to new locations, while maintaining ongoing operations with minimal disruption of services.

Experience in IT technology security.

Candidates will be required to submit to reference and Background Check prior to assuming positions.