

Government of the United States Virgin Islands

Service Proposal



Brian Holden
Member Services Director
bholden@infotech.com
1-888-670-8889 ext.2557
November 28, 2023

Hi Rupert,

On behalf of our entire team at Info-Tech Research Group, I am pleased to present this proposal for IT Research and Advisory services to you and your IT department at Government of the United States Virgin Islands.

Info-Tech's IT Research and Advisory membership provides you with access to our powerful diagnostic tools and key research to help you systematically improve your IT department's performance.

To help you maximize the impact of your membership, we also provide an unmatched level of member service.

I welcome the opportunity to work with you and your IT executives at Government of the United States Virgin Islands. Should you have questions at any time, please contact me directly at your convenience.

Sincerely,

Brian Holden
Member Services Director
bholden@infotech.com
1-888-670-8889 ext.2557

Info-Tech Research Group

345 Ridout Street
London, ON, CAN
N6A 2N8

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Proposal prepared for:

Rupert Ross

Government of the United States Virgin
Islands
8000 Nisky Center Suite 600A, St.
Thomas, Vi, Virgin Islands, U.S. 00802

SERVICE AGREEMENT WITH INFO-TECH RESEARCH GROUP

Service Start Date: January 31, 2024 || Contract Length: 3-year

Contact: Rupert Ross

Government of the United States Virgin Islands

Product	Bundle Options	Description	Quantity	Subtotal	Discount	Total
Counselor Membership		Dedicated Executive Counselor, 1 Onsite/Virtual Counselor visit, Unlimited Price Benchmarking, IT Vendor Negotiation Assistance for 2 contracts	1.00	\$46,901.76	\$4,868.43	\$42,033.33
Executive Counselor Membership	See below for your selected bundle products	Dedicated Executive Counselor, 2 Onsite/Virtual Counselor visits, Concierge Services, Industry Research, Unlimited Price Benchmarking, IT Vendor Negotiation Assistance for 3 contracts	1.00	\$62,216.62	\$6,365.08	\$55,851.54
	Online IT Spend & Staffing Benchmarking Membership	IT Spend & Staffing Benchmarking Membership (Online)	1.00			
	Industry /MLE (Executive/ Technical Counselor Option)	Deep Insights Tailored To Your Industry	1.00			
CFO Technology Counselor Membership	See below for your selected bundle products	Dedicated Technical Counselor, 1 Onsite/Virtual Counselor visit, Industry Research, Unlimited Price Benchmarking, IT Vendor Negotiation Assistance for 3 contracts	1.00	\$71,788.41	\$7,294.04	\$64,494.37
	Online Workshop Membership	5-Day Online Virtual Workshop to solve your most pressing problem	1.00			
Advisory Membership		Unlimited analyst calls, full diagnostic access, virtual Industry Roundtable meetings, 1 software selection engagement	3.00	\$74,659.95	\$7,276.80	\$67,383.15
Reference Membership		Access to core research content - project blueprints, Info-Tech Academy, software selection content, tools and templates library	15.00	\$0.00	\$0.00	\$0.00

Contract No.: P086BITT25

Product	Bundle Options	Description	Quantity	Subtotal	Discount	Total
Upgrade: Online to Onsite Workshop Membership		Upgrade the Online Workshop Membership to Onsite Workshop Membership	1.00	\$9,093.20	\$0.00	\$9,093.20
Total Discounts:						\$25,804.35
Total:						\$238,855.59

All items stated on this document are in USD and is subject to applicable taxes.

Federal Supply Service Authorized Federal Supply Schedule Price List (GSA) - GS-35F-298GA

Payment Terms: Prompt payment terms 0%, Net 30 days

Unless otherwise stated, consulting and workshop engagements do not include travel and expenses, which will be charged in addition to the fees listed. Workshops purchased as part of membership expire without refund or credit at the end of the membership period covered by the purchase. Workshops purchased outside membership expire without refund or credit 1-year after purchase. Please work with your member services representative to select and schedule workshops prior to expiration.

Subject to applicable taxes. If your company is tax exempt, please provide a valid tax exemption certificate with the signed proposal. This Service Agreement is subject to the terms of the Federal Supply Schedule for Info-Tech, available online, including s 552.238-114 (Use of Federal Supply Schedule Contracts by Non-Federal Entities) of the GS-35F-298GA Contract Clause

Unless agreed to in writing, any customer terms, including purchase order terms and conditions, are of no force or effect. By signing this Service Agreement, you agree to pay the fees set out herein annually for the term indicated.

This proposal has a definite expiry date of December 15, 2023.

Please return this signed Service Agreement to Info-Tech by DocuSign, email bholden@infotech.com or fax (1-519-432-2506). Please include PO if required. Thank you for your business!

The signature below affirms your commitment to pay for the services ordered in accordance with the terms of this Service Agreement and the GSA Approved Terms of Use.

If you are tax exempt, please provide tax exemption certificate.

Term Number	Invoice Date	Invoice Amount	Term Start Date	Term End Date	Notes
1	December 15, 2023	\$238,855.59	January 31, 2024	January 31, 2025	Total Contract Value \$264,659.94 - \$13,233.00 (5% Bundle Discount) - \$12,571.35 (5% Multi-Year Discount) = Total Amount Invoiced \$238,855.59
2	November 30, 2024	\$238,855.59	January 31, 2025	January 31, 2026	Total Contract Value \$264,659.94 - \$13,233.00 (5% Bundle Discount) - \$12,571.35 (5% Multi-Year Discount) = Total Amount Invoiced \$238,855.59
3	November 30, 2025	\$238,855.59	January 31, 2026	January 31, 2027	Total Contract Value \$264,659.94 - \$13,233.00 (5% Bundle Discount) - \$12,571.35 (5% Multi-Year Discount) = Total Amount Invoiced \$238,855.59


Name Ryan HuggettSignature Ryan Huggett

Contract No.: P086BITT25

Title Chief Legal Officer
Info-Tech Research Group, Inc.

Date 7/15/2025

Name Rupert Ross

Signature 

Title Director/CIO
Bureau of Information Technology

Date 7/15/2025

Name Lisa M. Alejandro
mla

Signature 

Title Commissioner
Department of Property & Procurement

Date 08/05/2025