



Ferguson Lynch

IT Consultancy and Web Architecture

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Proposed IT, Web Portal, and Cloud Support for the Eastern Brook Trout Joint Venture
<http://easternbrooktrout.org/>

Submitted to:
Lori Maloney
EBTJV Coordinator

EBTJV Portal support

Total Invoice Costs = \$9750.00

March 2024 – March 2025

Hosting Server Lease, Backup, and Support; Manage DNS for EBTJV Domain Name
Task 1 Costs Breakdown - \$1750.00

- Hosting \$1,200.00
- Security/ SSL 150.00

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for Contract Dates:
March 1, 2024 – March 1, 2025

1. IT Services and Advanced IT Support

Task 2 Cost - \$ 4000.00

- Renew domain name registration.
- Install Plone security updates and upgrades.
- Ensure QA/ QC of all installed elements and operating program.
- Provide oversight of hardware & software maintenance and testing of backups, security, performance evaluation services, monitoring logs.
- Troubleshoot and fix any issues with Webeditors, Displays, Search, Logins

2. Basic Day-to-Day User Support

Task 3 Cost - \$4000.00

- Registered the site EBTJV website Domain name.
- Respond to user's questions, support project uploads, add members.
- Delivered day-to-day support to general portal user inquiry and members.
- Support for Funding Opportunities, Logins, Uploads etc.
- Provided basic support to portal users and members or institutional administrators and technical IT staff through day-to-day assistance and problem solving via phone, collaborative software, or email. Examples include but are not limited to assisting members in posting content onto the portal, creating, editing, and moving content.
- Provided one-to-one learning via phone and following up using Portal Help tutorials.
- Communications/ project management
- Project submission content workflow
- Maintain Development Site for testing and any requested new functionality design Support.
- Work on Tabs and downstream content reorganization.
- Site Search and any custom support
- Support / connectivity with Spatial data, multimedia, social media.
- Support EBTJV with site inventory, archiving, edits as needed.
- Site Stats Reports and Consultation.

Total Work Costs = \$9750.00

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