

**Sauk Valley Community College  
March 18, 2024**

**Action Item 4.9**

**Topic:** Contract Approval – The Priton Group

**College Health Metric:** Information Technology – The College provides secure access to resources for students, faculty, staff, and the community.

**Presented By:** Dr. David Hellmich and Kathy Dirks

**Presentation:**

Filebound is the tool the College uses for digital document management and is only available for use through authorized resellers. SVCC partnered with The Priton Group, an authorized reseller, in 2008 to maintain and support Filebound features, troubleshooting issues, software updates, and collaborative development with our Software Application Support Specialist. The agreement with The Priton Group will have a three-year term beginning on March 7, 2024. The three-year contract amount for services totals \$65,792.28 (\$21,930.76 per year), which includes the Filebound 3M Enterprise license and 24 hours of TPG Managed services per year.

Illinois Public Community College Act (110 ILCS 805) and Sauk Valley Community College Board Purchasing Policy (305.01) exempt contracts for the purchase of software from public bid/solicitation requirements.

**Recommendation:**

The administration recommends the Board approve the contract for The Priton Group for \$65,792.28, over three years.



**Service Contract Renewal Notification**  
**This Service Contract Will Expire on 3/6/2024**

**TPG Service Center**

The Priton Group, LLC  
725 Heartland Trail, Suite 106  
Madison, WI 53717

Service Contact: Suzi Arnston

[sarnston@pritongroup.com](mailto:sarnston@pritongroup.com)

608-516-7197

**Equipment Location/Customer Name**

Sauk Valley Community College  
173 IL Route 2  
Dixon, IL 61021

Client Contact: Art VanZuiden

[art.vanzuiden@svcc.edu](mailto:art.vanzuiden@svcc.edu)

815-835-6412

**To Avoid Costly Time and Material Charges You MUST Renew Prior to Expiration Date**  
**Any repairs performed after the expiration date will be the sole financial responsibility of the end user.**  
Questions concerning this notice can be directed to your Priton Group Account Manager

**For Service or Support Call (608) 279-4088**

**Detail for Contract Renewal**

Contract Date		Service Description	Serial Number	Qty	Annual Cost	Total Renewal Cost
Start Date	End Date					
3/7/2024	3/6/2027	FileBound 3M Enterprise License		3	\$ 17,256.76	\$ 51,770.28
3/7/2024	3/6/2027	Annual Maintenance Renewal		3	\$ 4,674.00	\$ 14,022.00
		TPG Managed Services - 24 Hours of support per year				\$ -
						\$ -
		<i>SVCC will be invoiced annually</i>				\$ -
		<i>\$21,930.76 approximately 30 days</i>				\$ -
		<i>prior to March 6th.</i>				\$ -
						\$ -
		Signing this agreement commits				\$ -
		SVCC to a total of \$65,792.28 over				\$ -
		three years.				\$ -
<b>Total Maintenance Agreement Price (excludes applicable sales tax)</b>						<b>\$ 65,792.28</b>

**Authorization of Service Contract Renewal**

*Please sign below and return to [contracts@pritongroup.com](mailto:contracts@pritongroup.com)*

I approve the renewal of this service agreement for the cost and term of service listed above. Please invoice our organization for the amount quoted (including applicable sales tax).

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Please Print Name*

\_\_\_\_\_  
*Date*

**Important - Please Read**

This is only an offer for service. Orders received after the expiration date will not be processed until any or all fees performed by the service provider after the expiration date have been paid in full by the end user. Fees can include time and material charges, recertification fees and others charges.