

Richard Suls
computer consultant



ESTIMATE

Estimate Date: 06/10/2020

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HTR Construction

Tom Fernandes
16 Railroad Ave
Bedford, MA 01730

Description:

As discussed on the phone, the same workflow can be accomplished whether using Microsoft, Slack, Google or others. To your employees this will appear largely the same.

If you choose me for your IT needs, I am happy to work with you to setup the hardware/software/workflow and provide training materials (or in-person) to your employees.

Lastly, rather than HTR and I taking a gamble on how much service/support you will require (referencing the unlimited remote support), I generally prefer to provide a less expensive monthly package, and charge for actual used hours. If you prefer to change the Monthly Deliverables to include more or less hours of remote support, I am happy to discuss and modify as necessary.

Description	Time/Quantity	Rate (USD)	Tax	Total
› Monthly Deliverables	1	\$ 300.00	No Tax	\$ 300.00
5TB of offsite backup through iDrive (no need to switch backup providers)				
Remote Access Software on each computer for quick troubleshooting				
Support of desktops, server, router, cable modem, switches and other computer-related hardware				
Remote support - includes 1 hour a month of remote support. Additional support invoiced at \$31.25 / quarter hour.				
Managed Antivirus Software				
› Optional Monthly Deliverables	1	\$ 100.00	No Tax	\$ 100.00
Computer / Network monitoring				

Description	Time/Quantity	Rate (USD)	Tax	Total
› Free	1	\$ 0.00	No Tax	\$ 0.00

Windows Updates automatically installed

Monthly automated 'tune-up' of computers (built into windows)

› Collaboration Software	1	\$ 0.00	No Tax	\$ 0.00
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Cost can vary:

Slack - 12 users @ \$96 / Month

Google - \$0/month additional. According to your current IT professional's document you already use GSuite.

I would suggest that we setup a shared GSuite GDrive for sharing all spreadsheets among the company. On-site technicians will use their smartphones and the very well written Google apps to view (and potentially edit) spreadsheets and Documents.

› Server	1	\$ 800.00	No Tax	\$ 800.00
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Running Windows 10: for ACT, Quickbooks and misc. other services.

› Replacement Workstation	1	\$ 600.00	No Tax	\$ 600.00
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Prices can fluctuate slightly.

› Initial Setup Fees	6	\$ 125.00	No Tax	\$ 750.00
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In-Person setup of remote support

Subtotal: \$ 2,550.00

Total:	\$ 2,550.00
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