



business technology consulting

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## **Town of Clinton, NY**

### **Interim Back Plan Proposal**

Date: July 28, 2019

#### **Problem:**

The town Needs an immediate offsite backup plan implemented that provides an offsite backup location for the following software, folders & files:

- LaserFiche
- BAS IPS
- BAS NY\_Clerk
- BAS iTax
- All User Files & Folders
- Images of Server Volumes

#### **Recommendation:**

It is recommended that the town adopt an interim offsite backup plan immediately, while other more expensive, but more feature rich and functional systems are reviewed for cost and functionality. This would be considered an interim or temporary plan to be replaced in the future, but allows more time for the many possible options and costs to be considered carefully.

This plan would consist of Backup Software installation (CloudBerry Labs, Cloudberry Backup for Windows Server & Cloudberry Explorer File Manager for AWS S3) connecting to BTC's Amazon AWS S3 account for backup storage.

Configuration of daily backup jobs for the above central system's Files & Databases

Configuration of Image based backups for the server volumes.



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Configuration of backups of all user files & folders.

The costs to implement the above plan would be in two parts (One Time & Monthly) and cover both servers.

One Time Costs: **\$772.96**

Approximate Monthly Costs: **\$30 per month, \$360 per year**

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Should you have any questions regarding this proposal please don't hesitate to contact me. If you would like to proceed, please contact me and I will execute the scope of work.

Very Truly Yours,

A handwritten signature in black ink, appearing to read 'Fred Shequine', written in a cursive style.

Fred Shequine  
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