

It is the intent of Franklin County Municipal Court, Clerk of Court to obtain bids to establish a purchase order for management services for Internet Security Services, Domain Names, and SSL Certificates to include renewals of existing and acquisition of new Domain Names and SSL Certificates on an as needed basis for the Clerk's Office, 375 South High Street, Columbus, Ohio 43215.

The term of this Contract shall be from 03/01/2025 to 02/28/2026. This Contract shall not automatically renew.

Any number of written purchase orders may be issued at the discretion of the Clerk's Office to increase or decrease available funds during the term of the agreement. At no time shall the maximum obligation of the Clerk's Office exceed the cumulative dollar amount of associated purchase orders.

The Clerks Office will install all certificates in house.

The Clerks Office will not transfer website accounts. Vendor will use Clerks Office current accounts to renew and add any additional needs.

Current Managed Items:

Line 10

Standard SSL
eservice.fcmcclerk.com
Renews on: 6/12/2027
www.GoDaddy.com

Line 20

Standard UCC SSL / Multi-Domain SAN SSL Certificate
mail.fcmcclerk.com
Renews on: 5/15/2028
www.GoDaddy.com

Line 30

Standard SSL
vpn.fcmcclerk.com
Renews on: 4/27/2025
www.GoDaddy.com

Line 40

Standard SSL
remote.fcmcclerk.com
Renews on: 11/8/2026
www.GoDaddy.com

Domain Name: fcmcclerk.com
Number of Years: 20
Expires: 6/18/2037
www.networksolutions.com

Best practice of management services will be a factor if any changes are needed.

Successful bidder shall monitor expiration dates of Muni Court Clerk's SSL certificates managed by the Muni Court Clerk's Office of Information Services. The Clerks Office will be responsible for monitoring the Domain name expiration date. If Domain name is in need of renewal, vendor will do so at written request of the Clerks Office.

Successful bidder shall notify (in writing) the Muni Court Clerk, Office of Information Services contract manager or designee 60 days prior to expiration date and upon receipt of written approval from Muni Court Clerk, Office of Information Services contract manager or designee the successful bidder shall renew on the Muni Court

Clerk's behalf. If the Muni Court Clerk determines the domain name or SSL certificate is no longer needed, the successful bidder shall cancel or allow the expiration date to pass.

Successful bidder shall, upon written notification from the Muni Court Clerk, Office of Information Services contract manager or designee acquires additional domain names and SSL certificates.

Successful bidder shall be responsible for paying for approved renewals and/or new acquisitions on the Muni Court Clerk's behalf and subsequently billing the Clerk's Office for reimbursement plus fee assessments.

Successful bidder shall provide itemized invoice with reimbursement of renewal/acquisition and assessment fee.

Bidding instructions.

Line 10 - Cost of one month of tracking (SSL will be tracked for 12 months)

Line 20 - Cost of one month of tracking (SSL will be tracked for 12 months)

Line 30- Cost of one month of tracking (SSL will be tracked for 12 months)

Line 40 - Cost of one month of tracking (SSL will be tracked for 12 months)

Line 50 – In the comment section, enter any additional assessment fees for renewals and new acquisitions. Base price of renewals and new acquisitions are set by www.GoDaddy.com and www.networksolutions.com
Additional assessment fees are set by bidder.

****Bid evaluation and award will be based on lowest monthly tracking cost and lowest additional assessment fees ****