



**REQUEST FOR PROPOSALS (RFP)**  
**Municipal Information Technology Services**  
**CITY OF CAIRO, GEORGIA**

**Scope of Work**

The City of Cairo is seeking proposals from qualified firms to provide comprehensive Information Technology (IT) services in support of daily operations across all departments.

The selected firm will be responsible for delivering reliable, secure, and responsive IT support. This includes ongoing monitoring, maintenance, and management of the City's network infrastructure, as well as support for servers and systems, whether on-premises or cloud-based. The firm will provide timely helpdesk services to City staff, both remotely and on-site, to minimize disruption to operations.

In addition, the selected firm will implement and maintain strong cybersecurity measures, including firewall management, endpoint protection, and threat response. The firm will also provide data backup and recovery solutions to ensure business continuity in the event of system failure or disruption.

Services will also include support for email and cloud-based platforms such as Microsoft 365, maintenance of VoIP and communication systems, and strategic IT planning. This includes assisting with budgeting, evaluating system needs, and recommending technology improvements that align with the City's operations.

The selected firm may also be asked to assist with project-based work, including system upgrades, migrations, and other IT-related initiatives as needed.

The City expects a proactive approach to system management, strong cybersecurity practices, and responsive customer service.

Proposals must be received no later than Wednesday, July 1, 2026, at 11:00 a.m. All proposals must be mailed or delivered to the City of Cairo, Attn: City Manager, 119 North Broad Street, Cairo, GA 39828. Submissions must include three (3) hard copies of the proposal, and any proposals received after the deadline will not be considered.

All inquiries regarding this RFP should be directed to Booker T. Gainor IV, City Manager, at [bgainor@cairocity.net](mailto:bgainor@cairocity.net)