Finance Report for Computer Replacements

Date: *November 1, 2018*

Purpose: *Purchase of Twenty (20) Computers for the City in Various Departments*

Recommendation: *Approve the Purchases*

Background:

The City periodically has need to upgrade the computer hardware used by staff. Mark Stauffer, IT Services, recently met with the City to review the status of our network and computer infrastructure. The City currently has 20 computers, spread through various departments, the run the Windows 7 operating system and cannot be upgraded. Microsoft ends the support for Windows 7 next year, which can leave the City's system vulnerable. The recommendation is to replace these computers over the next few months. The average cost for the computers, configured for City use, is approximately $1,200 each. Staff is recommending a not to exceed amount of $24,000 for the purchases to be used as IT Services finds favorable pricing.

The costs will be distributed to the individual Departments as the computers are purchased and will be taken from available funds their capital equipment line item.

Staff recommends the City Council authorize the purchase of the new computers in an amount not to exceed $24,000.

Respectfully,

Wally Ritchie
Director of Finance

November 1, 2018