
MEMORANDUM

TO: COUNCIL
FROM: JOE GARGIULO – DEPARTMENT OF INFORMATION TECHNOLOGY
SUBJECT: 2003 PERSONAL COMPUTER ACQUISITION PLAN
DATE: 2/21/2003
CC: MAYOR STINCHCOMB

2003 PERSONAL COMPUTER ACQUISITION PLAN SUMMARY

The Department of Information Technology is proposing a plan for the purchase of 35 new personal computers with the \$72,500 appropriated for this purpose. This plan includes a three phase rollout over the course of the year, utilizing DELL equipment.

PHASED ROLLOUT

The purpose of the phased rollout tied directly to staffing of the Information Technology Department. The goal is to install the new PCs as quickly as possible, however, limited staffing require time to process all of the new equipment. Rather than shelving all PCs until installation, a rollout phase will allow the PCs installed later to take advantage of advancing technology and lower prices.

The phases detailed below were determined by the IT Department based upon a needs assessment. The IT Department requires any requested changes to the schedule be brought to the Director of Information Technology for consideration. It is also requested that council members contact the Director of Information Technology if they would prefer their PC to be acquired in an earlier phase.

Phase One: To be performed as soon as possible.

10 PCs at a cost of \$20,000

QTY	Type	Dept	Description	Est. Cost \$
1	Desktop	Development	Intern	1500
1	Desktop	Development	Director (Sadicka White)	1500
1	Laptop	Development	Development Laptop	2500
1	Desktop	Engineering	Traffic Computer	2500
1	Desktop	Parks	Mike Musser	1500
1	Laptop	Service	Deputy Director (Dottie Franey)	2500
1	Desktop	Zoning	Administrator (Bonnie Gard)	1500
2	Laptop	Police	Detectives	5000
1	Desktop	Police	Lieutenant (Dan Williams)	1500

EXHIBIT A

Phase Two: To be performed immediately following Phase One.

11 PCs at a cost of \$22,000

QTY	Type	Dept	Description	Est. Cost \$
1	Laptop	Emerg. Comm.	Director (James Williams)	2500
1	Desktop	Engineering	Tom Komlanc	2500
1	Desktop	Engineering	George Jackson	1500
1	Laptop	IT	Brandon McCorkle	5000
1	Desktop	Senior Services	Senior Center	1500
1	Desktop	Police	Police Substation	1500
2	Desktop	Police	Briefing Room	3000
2	Desktop	Police	Sergeants	3000
1	Desktop	Water	Streets Water	1500

Phase Three: To be performed immediately following Phase Two.

14 PCs at a cost of \$30,500

QTY	Type	Dept	Description	Est. Cost \$
6	Laptop	Council	Council Members	15000
1	Desktop	Engineering	Sharon Scholl	1500
1	Laptop	IT	Director (Joe Gargiulo)	5000
1	Desktop	Records	Sharon Montgomery	1500
3	Desktop	Police	Detectives	4500
2	Desktop	Police	Sharon Wigal and Katie Powell	3000

THE USE OF DELL EQUIPMENT

The Department of Information Technology requests the use of DELL equipment, waiving the bidding process. The government pricing for PCs is very competitive, and the cost with using DELL equipment is very reasonable. The reasons for standardizing on equipment include some of the following:

- Common repair and upgrade parts, requiring fewer unused parts in inventory
- Top support from DELL, rather than from various vendors
- Bulk pricing discounts
- Common tools and hardware for IT support staff to remain current in
- Faster testing of organization wide applications due to reduced hardware models