



To: Tim Sexton
Finance Director

From: Larry McGhinnis
IT Manager

Date: October 8, 2007

Subject: PC Replacement Program

The IT Department currently supports approximately 240 PCs. To maintain a replacement program of every three years, IT would have to replace at least 80 PCs per year. In light of the economical environment, I have taken a conservative approach on the replacement of Village PCs and have extended their useful life an extra year or two. There are approximately 60 PCs that are over five years old and need to be replaced.

IT is recommending a purchase of 60 PCs at one time this year to allow for the best price and the smooth flow of new hardware implementation. There is a savings of \$100.00 per PC when purchased in bulk. The Village has standardized on Dell computers and government pricing is being applied.

Funding for this project would come from the computer reserve account that has \$75,000 allocated for the replacement of PCs.

IT recommends a contract be awarded to Dell in an amount not to exceed \$63,328.80 for the purchase of 60 PCs that includes three-year on-site warranty.