



To: Len Flood
Finance Director

From: Larry McGhinnis
I.T. Manager

Date: February 20, 2006

Subject: Replacing PCs

I.T. currently supports approximately 240 PCs. To maintain a replacement program of every 3 years I.T. would have to replace at least 80 PCs per year. In light of the economical environment, I have taken a conservative approach to the replacement of Village PCs and have extended their useful life an extra year or two. There are approximately 50 to 60 PCs that are between 5 & 7 years old and need to be replaced. The new operating system and the upgraded office software requires more processing power than what these PCs can handle thus making their response times very sluggish.

IT is recommending purchasing 50 PCs at one time this year to allow for the smooth flow of implementing both the new software and hardware. 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 50 PCs.

IT recommends a contract be awarded to Dell in an amount not to exceed \$66,356.50 for the purchase of 50 PCs that include 4yr on-site warranty.