



To: Tim Sexton  
Finance Director

From: Larry McGhinnis  
I.T. Manager

Date: September 10, 2012

Subject: Replacing Network Switch Equipment

One of the projects currently underway for I.T. is the building of an additional server room in the basement of the Police Department to house equipment that is currently unprotected from the elements of being in the mechanical room. As part of that project I.T. will be replacing the network switches that are currently 10 years old. In addition, these new switches will allow I.T. to schedule the movement of equipment and cables with the least amount of disruption to the Police Department operations.

IT is recommending purchasing four (4) 48x10/100/1000 network switches at one time to allow for the best price and a smooth flow for configuring and implementing the new hardware.

Funding for this project would come from the Technology Reserve Fund.

I.T. has received three (3) quotes and recommends the purchase from CMS Communications that provided the lowest proposal in an amount not to exceed \$27,700.00 for the purchase of four (4) 48x10/100/1000 network switches, expansion module, transceiver module and an extended service agreement.