



## **Staff Report**

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RESOLUTION OF THE CITY COUNCIL APPROVING THE PURCHASE OF HARDWARE, SOFTWARE AND INSTALLATION AND SUPPORT SERVICES TO REPLACE CITYWIDE FILE AND MAIL SERVERS.

Honorable Mayor and Council Members:

### **Summary**

The File and Exchange (mail) servers were last installed in 2000. In accordance with the City's hardware server replacement schedule, the replacement of the File and Mail Server and software upgrade is in order at this time. Approval of the attached resolution will authorize the purchase of hardware, software and services needs to complete the replacement.

### **Background and Discussion**

#### **File server hardware replacement and software upgrade**

Microsoft Windows Server is the standard operating system platform for the City's servers. Of the eleven servers the City has, two servers remain on the Windows NT Server platform. Microsoft no longer supports the Windows NT Server. The NT technology has been replaced with Windows Active Directory (AD), which is a central component of Windows 2003 operating system platform. Active Directory service provides a place to store information about network-based entities, such as applications, files, printers and users. It provides a consistent way to name, describe, locate, access, manage, and secure information about these individual resources. Active Directory uses one place to manage users, groups and network resources.

#### **Exchange (mail) server hardware replacement and software upgrade**

The City currently utilizes Microsoft Exchange version 5.5 for our email services. Along with limitations on overall email storage capability, Microsoft no longer supports Exchange 5.5. Because of the storage limitations, we have been forced to constantly monitor disk space to avoid outages and disruption in communications. Moving away from Exchange 5.5 will relieve the size constraints and limitations, will put us in compliance with Microsoft's supported platforms and will strengthen the reliability of this mission critical application. Another benefit of Exchange 2003 is the enhanced capabilities in remote mail access, which is very desirable for users to be able to access their email outside of the city complex.

A detailed Request for Proposal (RFP) was sent out to a total of seven local vendors. It is important to note that local vendors are sought because of the critical business nature of these servers. The RFP deadline was extended twice to solicit additional vendor responses. Of the seven vendors, two responded with proposals.

Emphasis of this RFP was placed not only on the hardware requested, but also the creation of a lab environment that replicates the existing systems to successfully plan, test and implement the necessary upgrades and migration of data located on the file and mail server. This criterion was required to have little or no impact to City employees.

Based upon the response to the RFP, the City has determined to bifurcate the bid into hardware, software and installation components. DataConnect Solutions, Inc. will provide the hardware, CompuCom will provide software and Stepford, Inc. will provide installation, documentation and post installation training.

The results of the RFP are as follow:

Hardware:

DataConnect Solutions: \$16,252.00

Stepford: \$22,695.86

Software:

CompuCom: \$3731.90<sup>1</sup>

DataConnect Solutions: \$7814.00

Stepford: \$7432.44

Installation:

Stepford: \$25,350.00<sup>2</sup>

DataConnect Solutions: \$13,400.00

Stepford was selected based on the following criteria:

- Security clearance to access Police networks (local and countywide)
- Experience, detailed knowledge and support of firewalls and Police Systems
- Services have been satisfactory and thorough
- Local vendor

The purchasing authorization requested in this report covers the cost of the hardware and software as well as the installation labor and configuration.

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<sup>1</sup> Existing Microsoft Enterprise Agreement is currently in effect with CompuCom, giving the City licensing price reduction

<sup>2</sup> Stepford submitted a very comprehensive timeline and narrative which included post-installation training and support costs.

**General Plan/Vision Statement**

No impact.

**Fiscal Impact**

The total cost of this of this upgrade is not to exceed \$47,000. The proposed recommendation is consistent and covered within the Adopted FY 2006 budget. Funding is adequate in Account #620-1401-9040.

**Public Contact**

Posting of City Council agenda.

**Recommendation**

It is recommended that the City Council approve the attached resolution authorizing the purchase of a file and mail server, software, installation and configuration upgrade not to exceed \$47,000.

**Alternatives**

1. Deny recommended purchase.
2. Refer matter back to staff for more information, or additional options.

**Attachments**

- A. Resolution

Respectfully submitted,

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Valerie Harnish  
Information Services Manager

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Jack R. Crist  
Interim City Manager

Staff Contact:

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**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELMONT  
AUTHORIZING THE PURCHASE OF HARDWARE, SOFTWARE AND INSTALLATION  
AND SUPPORT SERVICES TO REPLACE CITYWIDE FILE AND MAIL SERVERS.**

**WHEREAS**, New file and mail servers were last installed in 2000; and,

**WHEREAS**, In accordance with the hardware replacement schedule, that the above named servers be replaced at this time.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Belmont authorizes the purchase of a file and mail server, software upgrade, installation and configuration services not to exceed \$47,000.

\* \* \* \* \*

I hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of Belmont at a regular meeting thereof held on March 14, 2006 by the following vote:

AYES, COUNCILMEMBERS: \_\_\_\_\_

NOES, COUNCILMEMBERS: \_\_\_\_\_

ABSTAIN, COUNCILMEMBERS: \_\_\_\_\_

ABSENT, COUNCILMEMBERS: \_\_\_\_\_

\_\_\_\_\_  
CLERK of the City of Belmont

APPROVED:

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MAYOR of the City of Belmont