CITY OF DELANO

REQUEST FOR ACTION

Department Head	City Council Date	Agenda Item
Brian R. Bloch Marlene Kittock	January 19, 2010	6.A.

Contingency planning – upgrades to our information technology systems.

ACTION REQUESTED

Consider improvements to the City's Offsite Backup / Disaster Site Server, Onsite Backup / Failover Server, Application Server, and/or System Documentation and Testing.

BACKGROUND

City staff has discussed the City's information technology needs for the near future with Intrcomm Technology (City's IT professionals). Below is a summary of the City's needs and costs. A summary from Intrcomm Technology of what each part entails is attached.

City's Offsite Backup / Disaster Site Server - Recently the City has been incurring problems with its Offsite Backup Server. Due to the age of the hardware the system has been periodically failing to successfully complete a backup of data for the three locations where information is generated and stored. The offsite backup / disaster site server provides the City with a level of security that if our application server(s) would fail or be destroyed the City would be able to recover the data and would not have to regenerate the data. Significant time and money would be spent to regenerate certain data that is essential to the operation of the City. Need – Critical. Cost not to exceed $2,810.

Onsite Backup / Failover Server – Currently the City has no backup of the actual server configuration. All our current backup does is duplicate the data that is generated every day. In the event the application server would fail and without a backup of the server configuration it would take a minimum of a couple of additional days for IT professionals to set up a new application server. With the purchase and setup of this onsite backup / failover server the City would be able to have the City up and running within a substantially shorter time frame. Need – Recommended. Cost not to exceed $4,250.

Application Server – The City's current application server has four drives. Two of these drives are 3 years old. One of the drives is 4 years old and the other drive is somewhat older than that. The remaining parts of the server are over 8 years old. It is just a matter of time until a drive or some other component of the server fails to work and the City will then need to get replacement parts; this could result in possible downtime until the parts are installed and of course significant time would be needed to repair and configure the damaged server and lost data. Need – Recommended. Cost not to exceed $5,600.

System Documentation and Testing – The City's current documentation of the City's current Systems Configuration is about a year old. This includes what hardware the City has and how it is set up; this documentation also includes a disaster recovery process. With the addition of the items above the City documentation would not be up to date. This last improvement would update the documentation and also include a "LIVE" disaster test of the City's system. Need – Optional. Cost not to exceed $3,000.

All items being replaced will be used in other areas of the City if salvageable and feasible.

FUNDING

Every year the City budgets $3,000 to replace about 3 to 4 computers per year. The computers purchased usually cost the City about $2,000. The excess $1,000 or so is used for servers, printers and/or other computer peripherals that are not included on the City's Capital Improvement Plan. In the past 5 years the City has purchased one new color printer at a cost of about $3,000 that came out of these "extra" funds. These extra funds are what would be used to fund the improvements noted above.

ATTACHMENTS

- Proposal from Intrcomm Technology.