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**To:** Mayor Nelson and Members of the City Council

**From:** Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

**Date:** May 24, 2024

**Subject:** Computer Refresh – Phase 1

Staff is seeking approval to begin the computer refresh cycle. Computers were last replaced in 2019. We cycle the computer infrastructure on a 5 year cycle to maintain operational efficiency and security.

Phase 1 will replace all of the computers in the Police Department. This phase will facilitate the transition to laptops to support remote work options. The planned acquisitions are as follows:

1. HP Laptops (qty 5)
  - Assigned to Sergeant Fiske, Records Technicians, Investigator and SRO
  - Laptops were purchased previously for Chief Antoine and Sergeant Kramer.
2. Dell Ruggedized Laptops (qty. 6)
  - Assigned to the squad cars (5) and reserve truck.
3. HP Desktops (qty 4)
  - 2 desktops will be in the squad room
  - 1 desktop in the DMT-G room (intoxilizer)
  - 1 desktop in the evidence room.
4. Docking stations (qty 8)
  - Assigned to Chief Antoine, Sergeant Fiske, Records Technicians, Investigator, SRO
  - Two docking stations will be in the squad room to ensure connectivity
  - Docking station was purchased previously for Sergeant Kramer

The computers will be sent to our IT consultant, Computer Integrated Technologies, for setup and programming prior to deployment. That work will be done under the hourly service rate set forth under our IT contract.

Staff will be purchasing 8 keyboards separately to accompany the docking stations. Computer monitors will be replaced as needed.

Funds for the computer refresh were included in the City Hall Renovation/Expansion project budget.

If you have any questions, please do not hesitate to contact me at 763-784-6491.