

**To:** President and Members of the Munster Town Council

**From:** Patricia Abbott  
Controller/Interim Town Manager

**Date:** May 5, 2025

**Re:** Computer Purchase

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At the March 3, 2025, meeting, Council approved an agreement with the School Town to provide IT services. Since that time, there has been significant work done including securing vulnerabilities, purchasing and installing refurbished servers, and updating the voicemail system. A ticketing system has been created and launched for all employees to use when they have IT issues, and an electronic inventory vault has been created to track devices and equipment. The deployment of the Police Department computers purchased with federal funding and the installation of new servers and switches, along with rewiring of the network is happening this week.

The next step is to replace desktop units at Town Hall. Through the agreement the School Town has with Dell, new desktop units will be purchased. The purchase will include all accessories including keyboards, monitors, mice, and docking stations. Each unit and monitor will have a five-year warranty. There will now be consistency in the type of equipment employees use which makes for a more stable environment and facilitates support. It will also get Town Hall on a five-year replacement cycle that is comparable to the Police Department. It is anticipated that in the next three months new laptops will be ordered as well for those who currently use them.

Town Hall was chosen for replacement at this time because most of the equipment is ten years old. While it has a greater need, there is some equipment at Town Hall that has a serviceable life. These units will be deployed to Public Works and Parks locations outside of Town Hall as needed in the short term. New, rugged, mobile tablets were secured and deployed to Public Works Field Crews earlier this year. Other Public Works devices that were excessively slow or malfunctioning were replaced with new equipment over the past year. The goal is to replace the balance of Public Works equipment and start the department on a five-year replacement cycle within the next six months. This is dependent on what other “background” equipment and licensing will be needed. This includes the potential for additional server and switch replacements as well as migration of Microsoft licenses to their government licensing version. Staff will know more as the work over the next few weeks progresses.

The equipment cost, with five-year warranty, is \$56,248.00 and will be paid from a combination of the Technology, Water Cash Operating, and Sewer Maintenance Funds.

**Recommendation:**

By motion and roll call vote, approve the Dell Technologies quote dated April 15, 2025 in the amount of \$56,248.00.