



CITY OF WASILLA

290 E. HERNING AVE.
WASILLA, ALASKA 99654-7091

Area Code (907)

Administration

Ph: 373-9055

Fx: 373-9085

Clerks Office

Ph: 373-9065

Fx: 373-9085

Finance

Ph: 373-9070

Fx: 373-9085

Library

Ph: 376-5913

Fx: 376-2347

Museum

Ph: 373-9071

Fx: 373-9072

Planning

Ph: 373-9074

Fx: 373-9085

Ph: 373-9077

Fx: 373-9051

Public Works

Ph: 373-9095

Fx: 373-9085

Ph: _____

Fx: _____

COUNCIL MEMORANDUM 96-31

FROM: Computer Committee
THROUGH: Mayor John C. Stein
DATE: March 20, 1996
SUBJECT: Committee Recommendations / Request for Funding

BACKGROUND: In late January, Mayor Stein designated a computer committee to review computer services, standards, hardware/software problems, and to recommend changes as needed.

COMMITTEE ACTIVITY: Input from departments resulted in the following list of city-wide needs:

- **Electronic mail among city departments to improve planning and communication;**
- **Service contract for maintenance to include: installation of equipment, troubleshooting, preventive maintenance, coordination of training, consultation on new purchases;**
- **Access to common databases such as the *Wasilla City Code*, *Wasilla Comprehensive Plan*, finance reports, procedures/policies, indexes, schedules/calendars, CAD software, etc.**
- **Training coordination;**
- **Evaluation of hardware/software for budget planning;**
- **Coordination of purchases, following specifications which reflect current technology.**

Some specific department needs also exist, and would be addressed in conjunction with the areas listed above.

Andy DeVries, Information Systems Manager, Matanuska Telephone Association reviewed the needs assessment and offered recommendations:

- **Establish a plan for the next 3 - 5 years; technology is changing too rapidly to plan beyond the 5-year mark;**
- **Establish a city-wide computer network that will address the needs and incorporate the AS-400;**
- **Develop a Request for Proposals to design, install and maintain a network.**

CONCLUSION: It is recommended that the City accept proposals for a Design/Build Project to design and install a computer network, connecting all city departments. It is further recommended that this phase be completed in the current fiscal year, and that the city include funds for training and maintenance in the FY'97 operating budget.

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<u>BUDGET PROPOSAL:</u>	Design / Evaluation:	\$ 6,000.00
	Wiring / Hardware:	14,000.00 to \$24,000.00

	TOTAL:	\$20,000.00 to \$30,000.00
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Additional, annual costs would include maintenance contract, upgrades, and training.

REQUEST FOR FUNDS: Attached is Ordinance # 96-15 for your consideration.

Thank you for your attention to this issue. We are available to answer specific questions at your convenience.



Mary Ellen Emmons for the Computer Committee

Committee members:

- Jean Achee
- Dean Baugh
- Duane Dvorak
- Mary Ellen Emmons
- Jack Felton
- Marj Harris