



Server Replacement Bussiness Case - Administration.docx

Server Replacement - Administration

2023 Budget

Administration

Server Replacement

Executive Summary

OnServe manages the Township IT Services. This includes assisting in the development of plans and programs to keep the IT system current and functioning as intended. Part of the 2023 plan include the replacement of the server at the municipal office.

Business Need

The last server was purchased in 2017, the estimated useful life of the asset is 5 years. The server manages, processes, stores and sends data over a network to the computers it's connected to it. The server is a key component in data management.

Options or Solutions Analysis

Option # 1: Remain status quo for 2023

Option #2: Replace the server according to the schedule plan.

Financial and/or Non Financial Benefits

The estimated cost of the project is \$35,000.00. Potential revenue sources include taxation, reserves or a combination of both. Proactive replacement of the server increases reliability and decreases potential downtime due to server failure.

Risk Analysis

- Reliability concerns with older unit
- Added downtime if server crashes unexpectedly
- Decreased ability to access information to provide timely response to residents

Recommendation

That committee recommend that Council include the server replacement project as part of the 2023 capital projects.

Implementation Plan

Once approval is provided, a purchase order would be completed and advanced planning to coordinate the best timing for switchover to minimize disruption to service.

Acceptance Sign-off

Lead Department: Administration

Prepared By: Dave Grant , CAO

Date: January 30, 2023

Signature: 

Approved By: Sean Nicholson, Treasurer

Date: January 30, 2023

Signature: 

Approved By: Rebecca Williams, Clerk

Date: January 30, 2023

Signature: 