

**DAKOTA COUNTY
ADMINISTRATION/FINANCE/POLICY COMMITTEE OF THE WHOLE**

Meeting Minutes

July 12, 2011

Administration Center, Government Center, Conference Room 3A, Hastings, Minnesota

1. **Call To Order And Roll Call.** Commissioner Kathleen Gaylord, Chair of the Administration/Finance/Policy (AFP) Committee of the Whole, called the meeting to order at 11:21 a.m. Roll was called with the following members present:

Commissioner Joseph A. Harris, District 1
Commissioner Kathleen A. Gaylord, District 2
Commissioner Thomas A. Egan, District 3
Commissioner Nancy Schouweiler, District 4
Commissioner Liz Workman, District 5
Commissioner Paul J. Krause, District 6
Commissioner Willis E. Branning, District 7

Others present included:

Brandt Richardson, County Administrator
Karen Schaffer, County Attorney's Office
Kelly Olson, Sr. Administrative Coordinator

2. **Audience.** Commissioner Gaylord asked if there was anyone in the audience who wished to address the Committee of the Whole on an issue not on the agenda or to discuss an item on the consent agenda. No one appeared.
3. **Approval Of Agenda.** On a motion by Commissioner Harris, seconded by Commissioner Egan, the agenda was approved.
4. **Introduction Of New Employees.** Capital Planning and Project Manager Ken Harrington introduced Security Coordinator Mitch Sellner and Building Services Technician Corey Horvath. Management Analyst Debra Miller introduced Management Analyst Kristin Krull. Assistant to the County Administrator Catherine Durham introduced ICMA Fellow Jimmy Oliverie.

CONSENT AGENDA

On a motion by Commissioner Harris, seconded by Commissioner Schouweiler, the consent agenda was unanimously approved as follows:

5. **Approval Of Minutes** of meeting held on June 7, 2011.

6.1 Authorization To Purchase Storage Area Network (SAN) Hardware

WHEREAS, on March 24, 2011, Dakota County's computer systems were corrupted by a software patch applied by Xiotech Corporation; and

WHEREAS, in response to the incident, Xiotech Corporation installed 4 replacement ISE 5000 Storage Area Network (SAN) units at Dakota County; and

WHEREAS, as compensation for the computer systems disruption, Xiotech Corporation has given Dakota County the option to purchase the 4 replacement SAN units at below market value; and

WHEREAS, Xiotech Corporation has also offered 100 hours of professional services at no charge to Dakota County; and

WHEREAS, the market value of the 4 replacement ISE 5000 SAN with installation and maintenance is \$238,512 and the market value of the professional services is \$20,825; and

WHEREAS, the total market value of the compensation is \$259,337; and

WHEREAS, Xiotech Corporation is offering a \$161,337 discount off the market value; and

WHEREAS, additional SAN units are needed to prepare for removing the mainframe computer from the network in 2012, and funding is available from the Information Technology Major Equipment Fund; and

WHEREAS, the specified 4 replacement ISE 5000 SAN units are available for purchase from Xiotech Corporation.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Information Technology Director to purchase 4 ISE 5000 SAN units with installation and maintenance and 100 hours of professional services from Xiotech Corporation at a total cost of \$104,737.50.

6.2 Authorize Upgrade To Voice Over Internet Protocol (VoIP) Telephone System

WHEREAS, the County's current telephone system is sixteen years old and should be upgraded to be able to take advantage of new telephone technologies; and

WHEREAS, the Information Technology Department recommends that the majority of the current PBX telephone system with a voice-over-internet-protocol (VoIP) telephone system; and

WHEREAS, the Information Technology Department has developed a proposed upgrade to VoIP that is reasonable in cost and which will result in a cost savings of \$403,707 over three years; and

WHEREAS, the Information Technology Department recommends that Transcend United Technologies, LLC be engaged to install, configure and maintain the VoIP telephone system, with VoIP components and handsets acquired from Avaya, the successor company to Nortel; and

WHEREAS, the current method of connecting to VoIP telephone systems is session initiative protocol (SIP), a fiber optic technology; and

WHEREAS, of the two companies with SIP capacity to serve the Western Service Center and the Northern Service Center, Information Technology recommends a lease with Frontier Communications Corporation, on the basis of its low quote.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Director of Information Technology to execute an agreement with Transcend United Technologies, LLC for the acquisition of VoIP components, handsets and associated software and for the installation and configuration of the VoIP telephone system, in an amount not to exceed \$794,835 (including sales tax), subject to approval as to form by the County Attorney's Office; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Director of Information Technology to execute an agreement with Transcend United Technologies, LLC for three years of maintenance of the VoIP telephone system, in an amount not to exceed \$370,900, subject to approval as to form by the County Attorney's Office; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Director of Information Technology to execute a three-year lease of SIP trunking from Frontier Communications Corporation, in an amount not to exceed \$220,000, subject to approval as to form by the County Attorney's Office.

REGULAR AGENDA

- 7.1 **Impact of State Shutdown On Dakota County.** County Administrator Brandt Richardson and members of the Senior Management Team presented this item. This item was for information only; no action was taken.
8. **County Administrator's Report.** The County Administrator had no report.
9. **Adjournment.** On a motion by Commissioner Krause, seconded by Commissioner Branning, the meeting was adjourned at 12:44 p.m.

Respectfully submitted,

Kelly D. Olson
Senior Administrative Coordinator to the Board