

Form 1. Individual Project Proposal Descriptions and Justification

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Project Title: Microsoft Exchange Upgrade & Backup Server Program Area: MIS

Project Description: Give a brief (1-2) paragraph description of what the project includes. Provide basic information, such as the location, size, acreage, floor area, capacity, etc.

Evaluation Category DF (Deteriorated Facility)

The Town Government's e-mail system platform is Microsoft Exchange Server 2013. This version is no longer being sold, and the support end of life is 2018. There are approximately 150 e-mail accounts for all Town Government Departments, and outside Public Safety organizations (LFD & LVES). The server is located in the MIS office which is protected by an Eaton backup UPS.

Because of the 24/7 nature of Public Safety (Dispatch, Police, LFD, LVES), there needs to be a failover/backup server for the e-mail system. The location needs to have a backup generator in case of power failure. The Police Department has been identified as the location for the failover/backup server.

Other alternatives to Microsoft Exchange were evaluated. They were determined to be cost prohibitive:

- Google Apps for Windows
 - Basic Suite (30GB storage) for 147 users = \$8,820/year
 - Business Suite (1TB storage) for 147 users = \$17,640/year
- Office 365
 - Business Essentials (1TB storage) for 147 users = \$8,820/year
 - Business (1TB storage) for 147 users = \$22,050/year

Planning Context:

\$19,500 for Microsoft Exchange 2016 and backup server

Schedule: If the project will take several years to complete, outline the schedule here and on Form 2. If applicable, be sure to include work done in prior years, including studies or other planning, and refer to the Previous Town Meeting Item.

N/A

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Coordination: If the project is dependent upon one or more other CIP projects, identify them and indicate what the relationship among the projects is. If the project is not dependent upon, but should be linked to one or more other CIP projects, identify them and indicate what the relationship among the projects is.

N/A

Previous Town Meeting Action: If the project has previously been included in the Warrant for a Town Meeting, indicate the year, the warrant article number, and Town Meeting action. Indicate the action taken, even in if the article was indefinitely postponed, referred for further study, or defeated. If there was a general planning study on which this project is now based, indicate the name of the study and when it was approved by the Town Meeting.

N/A

Project Priority: (Note: The highest priority does not have to occur in the nearest year, and priorities do not necessarily follow in chronological order. It may be that your most important project may not be needed or be ready for action until three years from now.

 A priority within department/program area

This project has a HIGH assessment of urgency.

With the Microsoft Exchange Server 2013 end of life in 2018, It is imperative that we upgrade the software to Microsoft Exchange Server 2018.

We do not currently have a failover/backup server for the approximately 150 e-mail users we host. The users include Public Safety departments and organizations that require 24/7 access to e-mail.

This project has a HIGH risk of deferring project.

This project cannot be deferred due to the complete reliance on technology for employees to perform their job functions.

Estimated Cost: \$

Instructions: Amounts shown here should agree with Form 2. For projects that will take more than one year, list each year separately and then show total.

\$19,500 for Microsoft Exchange 2016 and backup server

Basis of Cost Estimate: Check one of the following. If you want to provide more detail on the estimate, do so with a narrative after indicating the type of estimate.

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- Cost of comparable facility or equipment
 - Rule of thumb indicator, unit costs
 - From the cost estimate from engineer, architect, or vendor
 - From bids received
 - Preliminary estimate, (e.g. no other basis for estimate, guesstimate)
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Alternative Financing: Instruction: Include an amount and a source here only if it is a source other real estate tax levy. Complete this section only if you know of a specific source, such as a state or federal grant or some reliable private funding.

N/A
