

**ANOKA COUNTY INFORMATION TECHNOLOGY (IT) COMMITTEE AGENDA  
and Meeting of the Anoka County Board of Commissioners\*\***

**Commissioners Gamache (Chair), Reinert (Vice Chair), Meisner**

**For the Tuesday, September 20, 2022, Meeting, at 2:00 P.M.  
Conference Room #710 - Anoka County Government Center**

1. Public Comment: Public comments are welcome at this time. In consideration of others wishing to speak, please limit comments to 2 minutes. Questions directed to the committee will not be answered immediately; however, whenever possible, all appropriate questions will be responded to in a timely and effective manner by county staff.

**ACTION ITEMS:**

- \*2. Consider recommending that the County Board approve obtaining professional services for the network core switch replacement from Insight Public Sector, Inc., 13755 Sunrise Valley Drive, Suite 750, Herndon, VA, 20171 in the amount of \$116,423 with a 5% change order of \$5,822 for a total of \$122,245.
- \*3. Consider recommending that the County Board approve a purchase of network equipment from Insight Public Sector, Inc., 13755 Sunrise Valley Drive, Suite 750, Herndon, VA, 20171 in the amount of \$259,011 with a 5% change order of \$12,950 for a total of \$271,961.

**ADDITIONAL ITEMS:**

4. Next scheduled meeting will be Tuesday, October 18, 2022, at 2:00 P.M.
5. Adjourn

*\*\* Actions taken by this Committee do not bind the County Board. In addition to the County Commissioners appointed to this committee, additional County Commissioners may attend. Non-committee Commissioners may choose to participate in the discussions and/or ask questions, but they will not vote on any item, nor will they agree to take a specific action on business conducted by the committee. If their attendance and limited participation in the committee meeting is considered a meeting of the County Board, this shall serve as notice of a County Board meeting. This shall also serve as notice of a County Board Meeting for any committee comprised of four or more members of the board.*

\*Requires board approval



# ANOKA COUNTY IT COMMITTEE ACTION ITEM

SEPTEMBER 20, 2022

## INFORMATION TECHNOLOGY DEPARTMENT

<b>ACTION REQUESTED</b>	Susan Vreeland, Chief Information Officer, is requesting that the IT Committee recommend to the County Board obtaining professional services for the network core switch replacement from Insight Public Sector, Inc., 13755 Sunrise Valley Drive, Suite 750, Herndon, VA, 20171 in the amount of \$116,423 with a 5% change order of \$5,822 for a total of \$122,245.
<b>BACKGROUND</b>	<p>Data center network switches are extremely important pieces of our entire IT infrastructure. Earlier this year, the County Board approved the purchase of our “core” network switches, redundant devices that oversee and allow for County data to be accessed and processed quickly and securely.</p> <p>They form a centralized backbone that other devices, including routers, closet switches, wireless access points, computers, printers, conference room video systems, and other technologies used to communicate internally and over the Internet. These data center network switches operate 24 hours a day, 7 days a week.</p>
<b>SOLUTIONS</b>	The acquisition of professional services to assist with this project will ensure we maximize our investment and securely implement the new data center switches in a timely manner.
<b>FUNDING SOURCE</b> (Levy dollars, IT fund, building fund, asset preservation, carryover dollars, etc.)	IT Fund
<b>CONCLUSION</b>	Based on our research, a decision was made to acquire professional services. It provides the necessary staff and expertise to address the County’s implementation of the core network switches. This takes into consideration the expanding needs for network segmentation and support that is necessary for data protection and security.
<b>RECOMMENDATIONS</b>	<p>Susan Vreeland, Chief Information Officer, is requesting that the IT Committee recommend to the County Board obtaining professional services for the network core switch replacement from Insight Public Sector, Inc., 13755 Sunrise Valley Drive, Suite 750, Herndon, VA, 20171 in the amount of \$116,423 with a 5% change order of \$5,822 for a total of \$122,245.</p> <p>Thank you for your consideration. If you have any questions, please contact Susan Vreeland.</p>



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## INFORMATION TECHNOLOGY DEPARTMENT

<b>ACTION REQUESTED</b>	Susan Vreeland, Chief Information Officer, is requesting that the IT Committee recommend to the County Board approve a purchase of network equipment from Insight Public Sector, Inc., 13755 Sunrise Valley Drive, Suite 750, Herndon, VA, 20171 in the amount of \$259,011 with a 5% change order of \$12,950 for a total of \$271,961.
<b>BACKGROUND</b>	<p>A closet switch connects local devices such as wireless access points, PCs and laptops, printers, and conference room video systems to the County network and the Internet. In accordance with our equipment replacement plan, we are in the process of preparing to replace closet switches in 8 County locations. In addition, we will be ordering spare switches for day to day needs and expand wireless access throughout the County.</p> <p>Currently, due to supply chain issues, network equipment is experiencing lead times of 9-15 months from purchase date.</p>
<b>SOLUTIONS</b>	<p>To ensure we have supported, secure, and reliable network equipment, we are requesting to place an order now. This order was previously planned to take place in 2023, with funding coming from the IT Fund.</p> <p>This recommended solution will enable us to provide switches for 8 different locations, provide spare switches for day-to-day needs, and expand wireless access throughout the County.</p>
<b>FUNDING SOURCE</b> (Levy dollars, IT fund, building fund, asset preservation, carryover dollars, etc.)	IT Fund. Although the expense was planned for 2023, the fund balance can incur this expense now. However, payment will not occur until 2023.
<b>CONCLUSION</b>	By pre-ordering network equipment now, we can accommodate long lead times to ensure we have necessary network switches and wireless access points available for upcoming projects and day-to-day operational needs.
<b>RECOMMENDATIONS</b>	<p>Susan Vreeland, Chief Information Officer, is requesting that the IT Committee recommend to the County Board approve a purchase of network equipment from Insight Public Sector, Inc., 13755 Sunrise Valley Drive, Suite 750, Herndon, VA, 20171 in the amount of \$259,011 with a 5% change order of \$12,950 for a total of \$271,961.</p> <p>Thank you for your consideration. If you have any questions, please contact Susan Vreeland.</p>