

VAAC IT review follow up

Following the last F&GP meeting it was agreed that I would contact Coastal WS Mind and if their experience of a Cloud Based IT system worked well for them we should go ahead with this solution. Having spoken to their business manager I was concerned that although it does work well, their use of the system does not mirror our own. I therefore arranged a meeting for the Management team with James Fenton to review our options.

This meeting proved very useful as it transpired that James had misinterpreted our needs in relation to remote working (which is limited) and the use of, and access to the database which cannot be stored on the cloud (as is the case with the Quick Books package). The database is crucial as in addition to our membership it holds all our monitoring data and produces reports. In the circumstances he has revised his recommendation and feels for the next 5 years a server would best meet our needs. However we will not need one with so high a specification. We discussed the possibility of phasing the replacement of our current system and as a result James provided the revised costings as shown below.

I would like to go ahead and authorise phase 1 whilst at the same time Kate will put together a funding bid to cover both phase 2 and the development costs in relation to the new website.

Stage 1 - Server, Backups and Labour

We recommend a Dell server with the following spec @ **£1800 + vat**

Dell PowerEdge T130 Server

Processor

- Intel® Xeon® E3-1270 v5 3.6GHz, 8M cache, 4C/8T, turbo (80W)

Memory Capacity

- 16GB UDIMM, 2133MT/s

RAID Configuration

- C8K - RAID 1, H330/H730 for SAS/SATA, Cabled Chassis (min 2 max 2)

RAID Controller

- PERC H730 RAID Controller, 1GB NV Cache

Hard Drives

- 2TB 7.2K RPM NLSAS 12Gbps 3.5in Cabled Hard Drive **Quantity: 2**

Embedded Systems Management

- iDRAC8, Basic

Additional Network Cards

- On-Board LOM 1GBE Dual Port (BCM5720 GbE LOM)

Internal Optical Drive

- DVD+/-RW, SATA, Internal

Extended Service

- 3Yr ProSupport and Next Business Day Onsite Service

Windows Server 2016 software @ **£7 + vat**

Windows Server CAL's @ £3 + vat per user (**Based on 9 users: £27 + vat**)

Backup Assist Backup software (charity discount pricing) @ **£155 + vat**
3 x 2TB USB portable backup drives @ £70 + vat each (**£210 + vat**) - Ideally we recommend 5 disks (Monday-Friday)

Cloud backups @ circa **£15 + vat per month**
Server maintenance @ **£15 + vat per month**

Labour – we can offer the fixed fee of **£1000 + vat** to set up the server, backups and reconfigure laptops

Total cost of stage 1: £3199 + vat (Plus ongoing costs of £30 per month)

Stage 2 - Network infrastructure, Microsoft Office, New laptops

After investigating the network equipment, I recommend the following upgrades/replacements:

Cabling – consider replacing the external cable and tidy up cabling around the offices. Quote for this work would come from a cabling / electrics company
Router – Recommend replacing domestic Netgear with a business-class wireless Draytek router, these are priced at **£245 + vat**
Network switches – Recommend replacing the small network switches with 2 x Netgear Gigabit switches @ circa £80 each (**Total £160 + vat**)
Fibre internet – Recommend upgrading to faster connection ASAP

Office Pro Plus 2016 - tt exchange priced at **£35 per licence**

Labour - To upgrade Office on comps circa **£350 + vat**

New laptops – these are priced at circa **£500 + vat**

We will need to replace a number of laptops as the specification of all our current models is not up to the necessary standard but I will confirm the number when we have scrutinised further who is using which system.

Hilary Spencer
Chief Executive

3rd April 2017