

**Village of Mukwonago  
SPECIAL MEETING OF THE VILLAGE OF MUKWONAGO  
COMMITTEE OF THE WHOLE**

Notice of Meeting and Agenda  
***Wednesday, May 4, 2016***

Time: **5:25 p.m.**  
Place: **Mukwonago Municipal Building/Board Room, 440 River Crest Court**

1. Call to Order
2. Roll Call
3. Committee Reports  
*Discussion and Possible Action on the Following Items*
  - A. Finance Committee
    - 1) Approval of purchase requisitions (Committee Approval Only)
      - a. Village-wide – Purchase of equipment and licensing for computer servers in the amount of \$28,927
4. Adjournment

It is possible that members of, and possibly a quorum of, members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Please note that, upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through appropriate aids and services. For additional information or to request this service, contact the Clerk's Office, 440 River Crest Court, (262) 363-6420, Option 4.

## VILLAGE OF MUKWONAGO PURCHASE REQUISITION

*PLEASE TYPE OR PRINT IN INK CLEARLY ON THIS FORM*

<b>DATE:</b>	5/3/16	<b>NUMBER:</b>	
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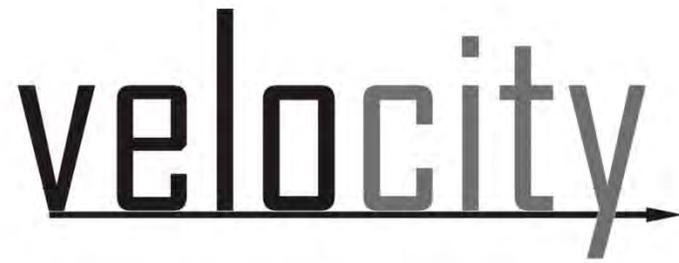
<b>VENDOR NAME &amp; ADDRESS:</b>	<b>SHIP TO:</b>
Velocity Solutions	Mukwonago Village Hall 440 River Crest Court Mukwonago, WI 53149

<b>DEPT NAME:</b>	<b>SUGGESTED VENDOR</b>	<b>AUTHORIZED SIGNATURE</b>
Various	Velocity Solutions	

<b>BUDGETED ITEM?</b>	Yes	<b>BUDGETED SOURCE:</b>	Capital Equipment
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ITEM	QTY	DESCRIPTION	UNIT PRICE	AMOUNT	ACCT #
1	1	Hardware		\$21,427	430-5700-5718
2	1	Licensing		\$3,020	430-5700-5718
3	1	Professional Service	\$70/hr	\$4,480	430-5700-5718
		Costs Associated with the centralization of Village-wide department servers			
		<b>TOTAL</b>			\$28,927

FINANCE COMMITTEE USE ONLY	
<b>APPROVED (COMMITTEE INITIALS):</b>	
<b>DATE:</b>	
SPECIAL INSTRUCTIONS	



## Statement of Work

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Version 2.0  
May 1, 2016

Presented by:  
John Wisniewski  
[John@velocitysolutions.tech](mailto:John@velocitysolutions.tech)  
414 315-2699

<b>Client name</b>	Village of Mukwonago, WI
<b>Contact</b>	Steven A. Braatz, Jr. Village Clerk-Treasurer Village of Mukwonago 262-363-6421 <a href="mailto:sbraatzjr@villageofmukwonago.com">sbraatzjr@villageofmukwonago.com</a>
<b>Engagement duration</b>	Estimated 64 Hours
<b>Begin date</b>	T.B.D
<b>End date</b>	T.B.D

## Project description

To implement a new consolidated virtual server and network storage environment for the Village of Mukwonago.

## Hardware

The proposed hardware for this project consists of two (2) HP DL360 Gen9 servers and one (1) HP MSA 1040 2-port SAS Dual Controller populated with twelve (12) 600GB Enterprise hard disks yielding 5.58 TB of usable storage.

Server # 1 - \$4,919.87

HPE ProLiant DL360 Gen9 - Server - rack-mountable - 1U - 2-way - 2 x Xeon E5- 2640V3 / 2.6 GHz

- 48 GB RAM
- (2) 300 GB Hard Drives
- 32 MB Flash Disk
- Extended service agreement - parts and labor -3 years - on-site - 24x7 - response time: 4 h

Server # 2 - \$5076.81

HPE ProLiant DL360 Gen9 - Server - rack-mountable - 1U - 2-way - 2 x Xeon E5- 2640V3 / 2.6 GHz

- 64 GB RAM
- 32 MB Flash Disk
- Extended service agreement - parts and labor -3 years - on-site - 24x7 - response time: 4 h

Shared Storage - \$11,430.00

HP MSA 1040 2-port SAS Dual Controller SFF Storage - 5.58TB Useable Storage

- (12) - Dual Port Enterprise - Hard drive - 600 GB - hot-swap - 2.5" SFF - SAS 12Gb/s -15000 rpm

- Extended service agreement - parts and labor -3 years - on-site - 24x7 - response time: 4 h

Total Hardware Investment: \$21,426.68

**Licensing**

Windows Server 2012R2 standard licensing will be required for the deployment of three additional virtual servers. One server will house the Laser Fiche application, one server will house the centralized antivirus software management console and WSUS application (Windows update console) and one server will house the vCenter virtual server management software. Microsoft Windows Server client applications license will also be required in order to be compliant with Microsoft licensing.

Microsoft Server License - \$1,142.84

Windows Server 2012R2 Device CALS - \$566.70

Microsoft Exchange 2013 Device CALS - \$1310.10

Total Licensing Investment: \$3,019.64

*Note: If the Police Department elects to move the Phoenix application back to Mukwonago, additional Windows Server and SQL Server licensing will be required.*

**Schedule of Rates**

Item description	Delivery schedule	Cost
\$70.00/Hour Labor Rate	Estimated 64 Hours	\$4,480

**Payment terms**

Client will be invoiced upon completion. Net 30 terms.

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## Statement of work

### Current findings

The Village of Mukwonago has historically managed and maintained separate server and information technology environments between Village facilities primarily due to limitations in network connectivity. In 2015, the Village of Mukwonago began an information technology consolidation and unification initiative which included the implementation of a Village wide local area network which now provides IP connectivity between Village Hall, Fire Station #1, Public Library, and the Police Department. This local area network has also enabled the Village of Mukwonago to implement a Village wide IP based phone system. At this time, the Village of Mukwonago physical servers are independently maintained by the Village Hall, Fire Department, and Police Department, and are aging and in need of replacement. No longer limited by the network connectivity limitations of the past, the Village of Mukwonago has elected to unify its server infrastructure by implementing a new consolidated virtual server environment that will replace the department servers and unify the Village into one active directory domain, ultimately reducing long range capital expenses relating to the IT infrastructure and fostering a more efficient IT environment for the Village of Mukwonago.

### Professional services agreement

Velocity proposes to execute the following scope of work which is designed to establish the new virtual server environment, integrate all user and client workstations into the **new "Mukwonago.local" domain, and to migrate all existing** onsite server based applications and files to the new server environment.

1. Assemble and rack the two new HP DL 360 Gen9 servers and the MSA 1040 storage appliance
2. Install the latest ESXi operating system on both servers and configure each virtual server host
3. Configure RAID, volumes, and LUNS of the MSA 1040 storage appliance and connect to each server host
4. Configure the iSCSI networking required for both server hosts to communicate with the Synology backup NAS
5. Create new virtual servers for vCenter, LaserFiche, and WSUS/antivirus
6. Install and configure the vCenter virtual server management software
7. Migrate the existing virtual servers from the existing ESXi host local storage located at the Police Department to a new MSA 1040 data store
8. Create active directory and email accounts for all Village staff
9. Join all Village of Mukwonago workstations to the new Mukwonago.local domain

10. Configure the Exchange server to send and receive email for the "villageofmukwonago.com" email domain
11. Migrate previous user profile data including Desktop, MyDocuments, and Favorites to the new Mukwonago.local profile
12. Move all shared printers to a dedicated networked print server
13. Create a secure and consolidated file repository for all Village functions and migrate all applicable files
14. Relocate the Laser Fiche application to a new server
15. Develop policies to automatically provide users with desktop shortcuts, mapped drives, printers, and a home file directory
16. Create security groups for determining appropriate employee access to network files and computing resources
17. Configure the Veeam backup system to accommodate the new server environment
18. Configure the core switch and the domain controller to process DHCP requests for the Village Hall VLAN
19. Re-configure all MFP network scan destinations
20. Install and configure the Windows Server Update Services (WSUS) server to automatically deploy Windows security and critical updates to all clients
21. Install the Symantec Endpoint Protection (antivirus) management console

***Note: This statement of work does not include any computer systems located at the the Public Library facility.***

***This statement of work does not include the migration of existing email boxes from the villageofmukwonago.com Google hosted email domain to the onsite Exchange Server. This migration process will need to be reviewed and discussed further with the customer.***

### **Change management process**

Any change requests that are outside of the scope of work and exceed the engagement duration will be billed at the rate of \$70.00/Hour.

### **Estimated total project cost**

Hardware - \$21,426.68

Licensing - \$3,019.64

Professional Services - \$4,480

Total: \$28,926.32

*Note: Certain hardware costs detailed in this document may differ at time of purchase due to the fluctuating vendor availability and price of items sold through Amazon.com.*

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## Acceptance and authorization

The terms and conditions of the **Professional Services Agreement** apply in full to the services and products provided under this Statement of Work.

**IN WITNESS WHEREOF**, the parties hereto each acting with proper authority have executed this Statement of Work, under seal.

John M. Wisniewski

Full name

Full name

President, Velocity

Title

Title

Signature

Signature

Date

Date