

Date: September 18, 2013  
To: Board of Selectmen  
From: Tom Frenaye

I have some questions about the IT virtualization project approved by the Board of Selectmen at the September 4<sup>th</sup> meeting. I know you won't be able to answer any or most of my questions tonight. I also know that IT projects are often very difficult and hard to finish within budget.

The agenda for the September 4th meeting said you were going to approve the project, one that was already in the budget the Town passed in May, so I was puzzled.

So my questions are

- 1) Shouldn't the Board meeting agenda really tell residents what actions the Board is really considering? From the minutes, the Board didn't just approve the project, you approved transfers by closing out five other capital projects totaling \$60k to add about 50% to the project that was included in this year's budget.
- 2) Why is the project suddenly going to cost 50% more than the \$126k than was approved at the Town Budget Meeting just a few months ago?
- 3) Was the original project revised and then reviewed by the Advisory Commission on Capital Expenditures (ACCE)?
- 4) Why isn't any of the equipment being purchased under State of Connecticut purchasing contracts where there are significant discounts to towns?
- 5) Who reviewed and evaluated the five responses to the RFP?
- 6) Why was the contract awarded to the selected bidder? It wasn't the lowest bid.
- 7) A sales representative (not technical consultant) from the selected bidder was working with the town on the RFP for several months. Why wasn't the selected bidder disqualified from receiving the contract?
- 8) Since the selected company helped to provide the town with the \$126k project estimate used in the budget request from ACCE and approved in the budget, why was their bid nearly 50% higher than the RFP specifications they helped the town to write?
- 9) Why wasn't this project done in conjunction with the Suffield school system? They did a very similar virtualization project in the last year than cost about 1/3 as much.

10) Why is the secondary server located at the Police Station instead of at the schools where there are IT resources available for support?

11) The bulk of the \$60k transferred and added into the new virtualization project was from two previous projects that were never completed. Why weren't they finished?

12) One of the unfinished projects was to upgrade the email system to Microsoft Exchange Server 2010. Has that project now been cancelled? It doesn't appear to be included in the new project specifications.

13) Will this virtualization project address any of the recommendations the Town's auditors have made in recent years for improving the IT infrastructure?

Thank you

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