

# City Staff Computer Upgrade Plan

## Justification

During the COVID19 health crisis the City of Newberg has been faced with the challenge of keeping staff productivity at the necessary levels to support the people of Newberg. Regular building closures, social distancing, and quarantine procedures have made virtual work a better alternative to in person meetings and face to face collaboration. The technological burden of high-quality video chat in particular has put a strain on the approximately 6-year-old equipment that runs the city's desktop computers. City staff are unable to effectively use their computers to support the public and are forced to rely on personal phones or un-managed laptops that they share with other staff members to video conference or are unable to work remotely.

The solution is to upgrade the desktop infrastructure that city staff use, which will give them the capability to virtually conference from their desks with remote employees, and digitally work on files effectively which will cut down on the need to physically exchange paper documents.

The cost for this project will be **\$176,000** and includes upgrades for all host servers that run and control the desktops that staff members use both in the office and remotely, and the computer that sits at each staff members' desk.

COVID19 has created supply chain issues that create delays in receiving technology equipment, but upon receiving the equipment all staff computers can be upgraded within 4 weeks.

## Project Sustainability

This project helps protect the health and safety of our staff who will not have to compromise their desire to socially distance from others. It will also improve the efficiency of staff workers, by removing a lot of workflow interruption that comes with the age of their computers, allowing them to more rapidly respond to the needs of the community.

The ability to have effective remote workers will help with employee retention by giving more staff the opportunity to establish a remote work protocol with their leadership.

## ARPA expenditure categories (EC):

Federal ARPA EC code 1.7