



CITY OF KEENE

R-2008-42

Eight

In the Year of Our Lord Two Thousand and

A RESOLUTION RELATING TO COUNCIL POLICY: STANDARDIZATION OF
TELEPHONE SYSTEMS

Resolved by the City Council of the City of Keene, as follows:

- WHEREAS: City Code Section 2-1337 provides for standardization on the procurement of equipment by resolution; and
- WHEREAS: The maintenance of a single, centralized phone system for all City departments is key to long term management and affordability of phone equipment and phone service plans; and
- WHEREAS: Incoming phone calls requiring transfer may be accommodated simply and expeditiously with a single, centralized phone system; and
- WHEREAS: The Executone and Panasonic phone equipment previously standardized no longer meet the needs of City operations; and
- WHEREAS: The 3Com phone equipment installed throughout City of Keene facilities is operating successfully;

NOW THEREFORE BE IT RESOLVED by the City Council that the policy approved by City Council as outlined in a memorandum from the IMS Director dated January 23, 1999 regarding standardization on Executone phone equipment is rescinded;

AND BE IT FURTHER RESOLVED by the City Council that the policy as outlined in Resolution R-95-11 relating to standardization on Panasonic telephones for the Fire and Police Departments is rescinded;

AND BE IT FURTHER RESOLVED that the City Council authorizes a purchasing standard for 3Com telephone system equipment for all City of Keene departments.


Philip Dale Pregent, Mayor

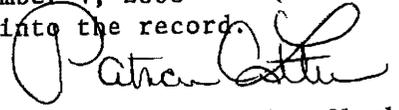
City of Keene
NEW HAMPSHIRE

6B1

August 27, 2008

In City Council September 4, 2008
The report was filed into the record.

TO: Mayor and City Council

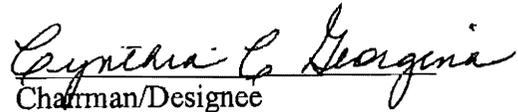


City Clerk

FROM: Finance, Organization and Personnel Committee

SUBJECT: **MEMORANDUM & RESOLUTION: IMS Director – Update of Council Policy Regarding Phone System Standardizations and R-2008-42**

On 5-0 vote, the Finance, Organization and Personnel Committee recommends adoption of R-2008-42.



Chairman/Designee

Background Notes:

IMS Director, Rebecca Landry addressed the Committee and stated that certain Council Policies were in need of updating and one of the Policies that were brought forth to her department was the update to the phone system. Ms. Landry stated that in 1995 the City adopted a standard on Panasonic telephone equipment for the Fire and Police Departments and in 1999 the Council approved a motion to standardize Executone telephone equipment for all other City departments. However, these policies have become outdated due to the change over to the 3Com phone system equipment to all departments.

Ms. Landry went on to say that it is her recommendation to adopt R-2008-42 to recognize the 3Com phone equipment as the standard phone system for the City and that all former equipment standards be rescinded. She added that the 3Com equipment has provided to be very reliable and affordable.

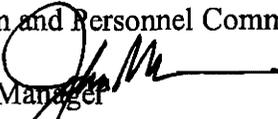
On 5-0 vote, the Finance, Organization and Personnel Committee recommends adoption of R-2008-42.

City of Keene
New Hampshire

I M S D E P A R T M E N T

DATE: July 31, 2008

TO: Finance, Organization and Personnel Committee

THROUGH: John MacLean, City Manager 

FROM: Rebecca Landry, IMS Director 

RE: Update of Council Policy Regarding Phone System Standardization

Recommendation:

That City Council adopt Resolution R-2008-42 to renew the telephone system purchasing standard.

Background:

R-95-11 was adopted June 1, 1995 establishing a standard on Panasonic telephone equipment for the Fire and Police Departments. In addition, on March 4, 1999 the City Council approved a recommendation to standardize on Executone telephone equipment for all other City departments. These policies have become out of date due to a transition to 3Com phone system equipment that has been progressively installed in all departments starting in 2005 with CIP funding.

It is my recommendation that Resolution R-2008-42 be adopted to recognize the 3Com phone equipment as the standard and that the former telephone equipment standards policies be rescinded. The 3Com equipment has proven to be reliable and affordable. The centralization of the system continues to empower staff to manage incoming and outgoing calls efficiently and has enabled consistent reductions in phone service costs through centralized pooling of phone lines. As system expansions become necessary over time, the standardization on 3Com telephone equipment will simplify the purchasing process and continue to take advantage of the benefits of the centralized system.