

MEMORANDUM

TO: City Council

FROM: Alfred D. Lott, ICMA-CM, CPM
City Manager

SUBJECT: *Status Report*

DATE: December 2, 2021

Status Report

1. Phone System Carrier Change

We have been notified by our dial tone provider, Windstream, that our current Primary Rate Interface (PRI) service will be discontinued as of January 26, 2022. In order to prepare for a conversion of our dial tone to Session Initiation Protocol (SIP), we must add some equipment to our telephone system and coordinate the conversion of our dial tone from PRI to SIP with minimal disruption to service. ConvergeOne is our current telecommunications system vendor approved by Council in R-84-15. They have quoted \$38,359.80 for the hardware, software, and professional services to complete the project. The funding for this unanticipated change will come from the Information Technology communications budget. As provided by Section 62 of the City Charter, this will serve as the required seven-day notice of intent to issue a purchase order to ConvergeOne for \$38,359.80.

2. Vehicle Replacement

The Community Services Department has reviewed existing bids available for vehicle replacement in the Park Operations Division.

Under Montgomery County Contract IFB#1114498 a replacement for vehicle #17 can be acquired from Lindsay Ford for \$41,246.80. This is a 2022 Ford F-150 4WD Extended Cab pick-up truck. The Budget allocation for this unit is \$35,900. The remaining \$5346.80 will be absorbed in the Recreation and Parks operations budget.

As provided in Section 62 of the City Charter, this will serve as the required seven-day notice of intent to issue a purchase order to Lindsay Ford for a total amount of \$41,246.80.

ADL: lfr