



TACOMA HOUSING AUTHORITY

RESOLUTION 2021-07-28 (2)

Date: July 28, 2021
To: THA Board of Commissioners
From: April Black
Interim Executive Director
Re: Purchase of IT Equipment

This resolution would authorize the purchase of IT Equipment in excess of what was budgeted for 2021.

Background

Tacoma Housing Authority (THA) has moved to remote work since the Covid Pandemic started. The laptops staff are using are a consumer grade model, the Dell XPS. This has caused a number of problems for staff. Consumer grade laptops are built with various parts that Dell has on hand when they are building them. They are also not built with higher quality components. This has been causing instability staff have been reporting. IT has negotiated a credit from Dell for the return of those laptops that are not functioning properly.

IT proposes to upgrade staff laptops to business class models, Dell Latitude. These laptops are made with consistent parts and do not have the same instability issues.

In addition, THA is also creating a shared office environment for staff to reserve the use of THA offices on a staggered basis in order to maintain social distancing. This creates the need for additional peripherals such as docking stations, monitors, etc.

IT has also identified the need for improvements to the IT server room necessary for disaster recovery in the event of a power outage. This includes adding a second electrical circuit and creating an uninterruptible power supply.

Recommendation

Approve Resolution No. 2021-07-28 (2) for the Purchase of IT Business class model laptops, additional monitors, docking stations and other peripherals, as well as installation of server room improvements. The resolution would authorize staff to spend up to an additional \$160,000 for IT equipment for 2021



TACOMA HOUSING AUTHORITY

RESOLUTION 2021-07-28 (2) (Purchase of IT Equipment)

A **RESOLUTION** of the Board of Commissioners of the Housing Authority of the City of Tacoma

WHEREAS, Tacoma Housing Authority "THA" requires most staff to work from home due to social distancing due to Covid 19, and

WHEREAS, THA plans to continue a remote working environment due to limited space, as well as proven efficiencies and productivity staff are demonstrating, and

WHEREAS, regular use of laptops requires a more reliable model, or a business class model, and

WHEREAS, additional monitors, docking stations and other peripherals are also required to create shared office spaces for those reserving in-office time slots, and

WHEREAS, the current budget for IT equipment is \$84,000, and

WHEREAS, IT staff estimate the need to spend an additional \$60,000 this year on laptops and peripherals, and

WHEREAS, IT staff estimate the need to spend an additional \$100,000 this year on server room improvements, and

WHEREAS, exceeding budget by more than \$50,000 requires a Board resolution; now, therefore, be it

Resolved by the Board of Commissioners of the Housing Authority of the City of Tacoma, Washington as follows:

The Board of Commissioners of the Housing Authority of the City of Tacoma, Washington that the agency is authorized to spend up to an additional \$160,000 for IT equipment for 2021 in order to deliver improved customer service, reliability, efficiency and productivity for staff.

Approved: July 28, 2021



Stanley Rumbaugh, Chair