



**CITY OF RICHMOND**

REPORT TO COMMITTEE

*To General Purposes - Dec 4/00*

**TO:** General Purposes Committee  
**FROM:** John Lindberg  
Director, Information Technology

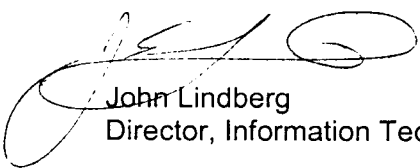
**DATE:** November 17, 2000

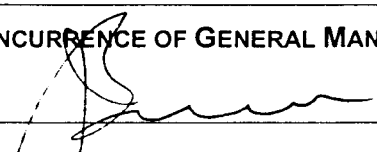
**FILE:** 1810-01

**RE:** One new full time position be created within IT Department

STAFF RECOMMENDATION

That Council approve the establishment of a new regular full time position of Micro-Computer Specialist for the Information Technology Department and that the funding be provided by an offsetting reduction from the Information Technology Departments computer maintenance consulting budget.

  
John Lindberg  
Director, Information Technology

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<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Human Resources .....	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	

STAFF REPORT

ORIGIN

In 1996 the City hired a consulting company called Aero Tek to provide the City with a person to handle all the repairs required on the Cities personal computers, printers and other IT peripheral equipment. This action was undertaken to allow the City time to determine if there was a need for a full time position.

ANALYSIS

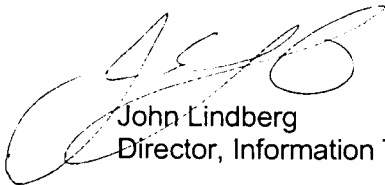
Since 1996 Aero Tek employee, Ed Kurta has been working at the city on a full time basis. With the cities base of PC's and other IT equipment continually growing to where we now have over 1000 PC's, 200 printers and an array of other equipment including 35 laptops, we have found that a full time job is necessary for repairing and upgrading the equipment to keep everything operational. As this requirement has remained a necessity, we do not see a time in the foreseeable future where we will not require this function to be performed. We now feel that a 4-year trial period is long enough to establish the legitimacy of this requirement and that the city should not be paying consulting companies fee for a position that can be sustained on a full time basis.

FINANCIAL IMPACT

The budget impact will be to transfer the appropriate funding requirement from computer consulting costs to regular full time salaries. There will be a slight dollar savings as a result of our salaries being somewhat less than the corresponding consulting costs. These savings will help minimize the cost increases for other computer equipment maintenance costs that are reported in our 2001 operating budget submission.

CONCLUSION

The requirement for an individual to handle repairs and upgrades of desktop hardware has proven to be a necessity within the City.



John Lindberg  
Director, Information Technology

JL:mw