



COLLIN COUNTY

Information Technology
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To: Judge Keith Self
Commissioner Fletcher
Commissioner Williams
Commissioner Hill
Commissioner Webb
Bill Bilyeu

From: Caren Skipworth, IT Director

Date: 06/05/2017

Re: Request for "Email Archive Replacement Project" approval and Budget Amendment

The Information Technology Department would like to request approval from Commissioner's Court to utilize savings from completed "Image Network Storage Solution Project", Account#001-0619-414.90-50, Project Code#: Q06207 to cover funding for "Email Archive Replacement Project" in the amount of \$80,000.00. This project has been requested in the FY2018 Budget, but if approved now to use the left over funds from the "Image Network Storage Solution Project" the request will be removed from the FY2018 Budget.

FY2018 Budget - Program Improvement Information:

Current situation: Currently using a solution, which has limitations on the search capabilities and lacks the granularity required by some legal situations. Also new requirements in having certain individuals emails kept for 4 years has increased the need of a system, which can provide us the best scenario for emails like storage, indexing, and searching these archives.

Detailed description: Upgrading or replacing Collin County's email archive would provide a better environment for searching our email infrastructure when cases arises of needing to pull emails for legal, employee relations, or public information requests. Providing us with search capabilities of for our 4 year and 6 month retention policy. Upgrading or replacing this current software, would also give us a benefit when upgrading our Exchange email environment by providing Collin County with a compatible version of an archiving solution on a new operating system.

Please note that there is no requirements pending that requires the project to begin before FY2018 adopted budget.

Caren Skipworth with the Information Technology Department will be available for questions.