



TO THE HONORABLE CHAIRMAN AND TRUSTEES

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REPORT TO: STILLWATER UTILITIES AUTHORITY

No. SUA-16-05

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ISSUED BY THE GENERAL MANAGER - STILLWATER, OKLAHOMA

**Date of Meeting:** January 4, 2016

**Subject:** Sole Source Recommendation - Disaster Recovery (DR) Site Equipment/Services

**Background:** During the planning and design of the new Power Generation Station (PGS), a communications room was included that will function as an offsite DR location for the City's data center.

**Discussion:** In order to protect the City's data and provide the ability to continue business in the wake of a disaster, an offsite backup and DR location are planned in the new PGS. This communications room is in a weather-hardened portion of the building and is protected by a backup power source.

The DR site will include a Storage Area Network (SAN) that is a duplicate of the SAN in the data center at City Hall. This City Hall SAN houses most of the City's critical business systems and data. The two SAN's will be fully mirrored and redundant, allowing access to virtual servers and data from either site. If the main site goes down, users can be running on the secondary site in a matter of minutes. The DR site will also house components to allow for the continuation of our VoIP telephone system, backup telephone trunk lines, a secondary connection to the Internet, and some physical servers backing up systems, which are not virtualized.

Cost Breakdown:

Equipment for duplicate SAN (Dell)	\$113,480
Professional services (Various vendors)	\$33,779
Equipment for duplicate VoIP telephone system (Chickasaw)	\$14,321
Installation of new telephone trunk lines (Chickasaw)	\$11,030
Installation of secondary Internet connection (Suddenlink)	\$5,300
Total	\$177,910

In order to maintain continuity between the existing SAN at City Hall and the proposed SAN at the DR site, the equipment and software will need to be of the same manufacturer and type. This requires the equipment for the duplicate SAN to be a sole-source purchase from Dell. The other services and equipment necessary to complete the installation of the DR site will be provided by various vendors, Chickasaw and Suddenlink. Each will be providing equipment and services necessary to match all other City installations.

**Budget Impact:** The approximately \$70 million estimated cost of the PGS project includes funding for this purchase. This item requires no new appropriation or budget amendment and will not affect year-end projected balances. Funding is available in the PGS project fund which is held by the Bond Trustee bank.

**Alternatives:**

1. Authorize a sole source purchase from Dell and the purchase of the other services/equipment necessary to equip the communications room in the new PGS to function as the DR site for the City's critical business systems and data.
2. Continue current backup practices, which do not provide for offsite redundancy and quick fail-over.

3. Consider alternative off-site locations. Costs to retrofit an existing structure or build a new structure to meet weather and power requirements would likely be significantly higher than the PGS location.

**Recommendation:** It is recommended that the Trustees authorize a sole source purchase from Dell and other services/equipment necessary to equip the communications room in the new PGS to function as the DR site for the City's critical business systems and data and authorize expenditure from the PGS project fund up to \$195,700 (includes a 10% contingency).

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**Reviewed by City Manager's Office:**

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**Date of Preparation:**

December 21, 2015

**Submitted by:**



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