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Michael Wilkes
Director of Technology
Geneva School District 304

To: Dr. Kent Mutchler
From: Michael Wilkes
Date: May 10, 2021
Re: Replacement of Network Equipment Purchase Recommendation

On February 8th, 2021, an incident occurred within one of the network closets at Williamsburg Elementary School. A burst sprinkler head in the fire suppression system caused many gallons of water to saturate network, server, and other technology equipment contained in the closet and adjacent spaces. Thankfully, we were able to install spare equipment within 24 hours of the incident to ensure critical infrastructure components were in place to support operations.

After a thorough review of inventory, insurance evaluations and determinations, and gathering multiple quotes from multiple vendors to replace the range of equipment and cabling lost to the incident, we are ready to move ahead with the replacement of equipment. We have provided all estimated technology replacement costs to insurance and they approved a replacement budget to replace the damaged items. In total, we are within the replacement budget and anticipate a reimbursement for all expenses made to recover the lost equipment.

This purchase is the largest of the replacement orders. CDW-G had the lowest quoted pricing for the network equipment identified below. The following table breaks down this purchase recommendation:

Item	Cost
Replacement Network Equipment	\$29,070.52
- SFP+ Transceivers (25)	
- Direct Attach Cables (2)	
- 48 Port Edge Switch (2)	
- 48 Port Core Switch (2)	
- 24 Port Edge Switch (1)	
Total Cost	\$29,070.52

Thank you for your consideration.