



Information Technology Department

10 S State St.

Greenfield, IN 46140

Phone: (317) 477-4309

*Information Technology Department*

December 23, 2024 BOW Agenda

To: Board of Works and Safety  
Mayor Guy Titus

From: Rob Souchon – IT Manager

1. Request approval to purchase phone system upgrade services from Proactive Networking, Inc. for a not to exceed amount of \$22,500.00. Proactive Networking was the original installers for the existing phone server and has worked with the City of Greenfield IT staff to maintain the cities phone environment. The current server needs software upgrades and the IT staff requests to continue working with Proactive Networking to complete this task. The IT staff will work alongside Proactive Networking staff on this project. This collaboration of staffing, we believe will reduce the number of hours and overall cost to complete this project. Upon approval of this request, the funds from IT Professional Services budget line item will be encumbered to 2025 since the project cannot be completed in 2024.
2. Request approval to purchase networking services from BridgeWire Communications for \$7825.00. BridgeWire Communications staff will work with the Greenfield IT staff to upgrade our current networking router's firmware and ROS versions. This upgrade is necessary to maintain security within the networking hardware. Upon approval of this request, the funds from IT Professional Services budget line item will be encumbered to 2025 since the project cannot be completed in 2024.
3. Request approval to purchase conduit installation from R Chavez Construction for \$7500.00 to be performed at the Riley Shelter House. The conduit will be used for communication to and from the Riley Shelter House facility. The conduit was not included in the original plans for the facility. Upon approval of this request, the funds from IT Professional Services budget line item will be encumbered to 2025 since the project cannot be completed in 2024.
4. Request approval to carryover 3 vacation days from 2024 to 2025 for Rob Souchon.