

**TOWN COUNCIL**

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TOWN OF MIAMI
"Copper Center of the World"

500 W. Sullivan St.
Miami, AZ 85539
928-473-4403

ADMINISTRATION

Joe Heatherly
Town Manager
Karen Norris
Town Clerk
Rachelle Sanchez
Finance Director

September 8, 2014

Mr. Don McDaniel
County Manager
Gila County, Arizona

Dear Mr. McDaniel:

The Town of Miami requests the assistance of Gila County to complete a review and enhancement of our current Information Technology system. As the current system at Miami may be a patch work of numerous hardware and software systems I am only guessing that it would include a review of the following:

- Network systems located in Town Hall, the Police station, and Library
- Data communications
- Voice communications
- System backup capabilities
- Internal system security
- Administrative security access and passwords
- Review of current Hardware
- Review of Microsoft applications, setups, and passwords
- Review current Reuter configuration
- Complete a short/simple "IT" needs analysis

We are attempting to implement many new policies and procedures which will improve the productivity and efficiency with the town and also bring it some greatly needed financial stability. The town's staff does not have the knowledge or experience to take on a project of this magnitude and that is why I am requesting assistance from the County.

In the past, I have worked with Mr. Jeff Baer and have the utmost respect for him and his combined knowledge and experience within the "IT" area to complete this project.

This project is extremely important to the town's ability to make major strides for improvement and thus I ask that the County support the Town of Miami with up to \$10,000 of funding for the completion of project.

Thank you and the Town of Miami appreciates the County's consideration of this request.

Sincerely

Joseph Heatherly
Town Manager
Town of Miami