Office of Facilities

Computer Guidelines

By Walter Zuniga and Moses Gomez
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Scope

• Inventory current layout of Facilities computers.
• Assess the impact of computer failure on Facilities Operations.
• Categories the computers.
• Develop a guideline for purchasing / replacement methodology for Facilities
Goal

• Develop a guideline for purchasing / replacement methodology for facilities
• Develop a replacement cycle for all facilities computers.
Methodology

- Researched Best Practices for computer lifespan.
- Coincide the inventory layout with the annual UTSA inventory check.
- Create computer inventory database to track computers.
Methodology

• Categorize computers based on job function and use of computer.
  – High Impact
  – Low Impact
  – Computers with the highest impact on UTSA and Facilities Operations are given priority on replacement.
  – Computers in common use areas (break rooms, shop computers, conference rooms) will be replace with repurposed computers.

• Develop replacement cycle and redistribution process for the next 4 years.
Computer purchases will be to replace computers in the High Impact Zone (RED).

If the computer being replaced can be repurposed, it will be used to replace a computer in the Yellow Zone.

New purchases should not be used to replace low impact computers.
Computer Life Span

- **Optimal**
  - $1,977*
  - i7 Processor
  - 8 Gigabytes RAM
  - Advanced video card
  - High Impact
  - New Computer

- **Marginal**
  - $1,004*
  - Quad 4 Processor
  - 4 Gigabytes RAM
  - Mid Impact
  - New Computer

- **Replace**
  - $710*
  - Quad 4 Processor
  - 2 Gigabytes RAM
  - Low Impact
  - New Computer

*Prices and technology subject to change; utsa.edu/colt/buycomputer
Schedule of Replacement

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<tr>
<th></th>
<th>FY11</th>
<th>FY12</th>
<th>FY13</th>
<th>FY14</th>
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*Schedule of replacement is based on current staffing level*
## Cost of Replacement

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*Pricing is subject to change. Prices are as of 6/22/11.
Questions?