

# Information Technology

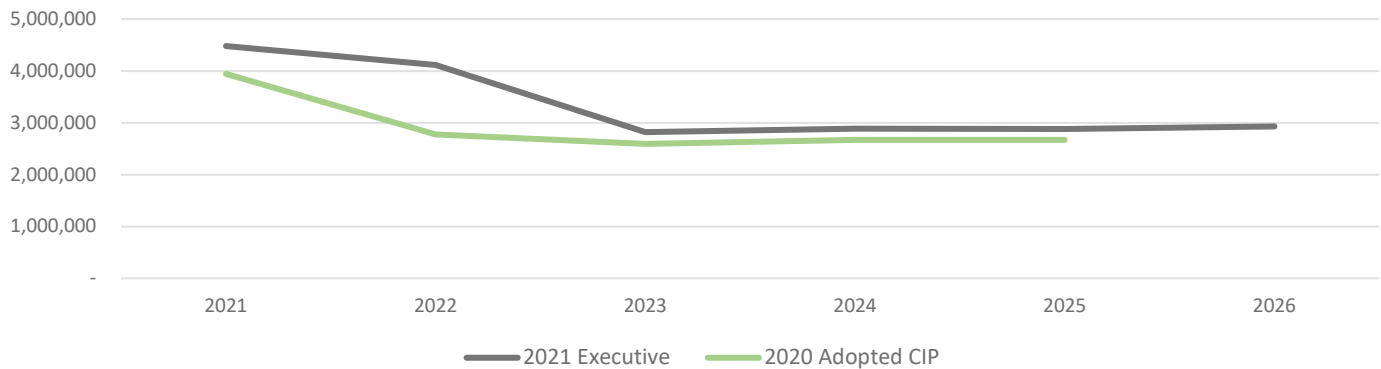
## Capital Improvement Plan

### Project Summary: Executive Budget

	2021	2022	2023	2024	2025	2026
Database Infrastructure	50,000	325,000	75,000	75,000	75,000	75,000
Digital Accessibility and Engagement	305,000	405,000	120,000	185,000	200,000	225,000
Enterprise Business Solutions	350,000	125,000	125,000	125,000	125,000	150,000
Fiber and Wireless Network	610,000	580,000	480,000	480,000	480,000	480,000
Microsoft 365	1,300,000	250,000	-	-	-	-
Network and Operations Infrastructure	1,000,000	590,000	660,000	660,000	660,000	660,000
Property Assessment System	-	600,000	-	-	-	-
Security, Risk, and Compliance	325,000	250,000	350,000	350,000	350,000	350,000
Workstation Equip Lifecycle Mngmnt	540,000	990,000	1,010,000	1,010,000	990,000	990,000
<b>Total</b>	<b>\$ 4,480,000</b>	<b>\$ 4,115,000</b>	<b>\$ 2,820,000</b>	<b>\$ 2,885,000</b>	<b>\$ 2,880,000</b>	<b>\$ 2,930,000</b>

### Changes from 2020 CIP

2021 Capital Improvement Plan  
2020 Adopted vs. 2021 Executive



### Major Changes

- Property Assessment System  
Project deferred from 2021 to 2022
- Database Infrastructure  
Program budget decreased by \$275k in 2021 due to deferring the Data Warehouse project to 2022
- The following program budgets decreased in 2021 due to program reprioritization  
Workstation Equipment Lifecycle Management (\$320k)  
Digital Accessibility and Engagement (\$55k)  
Enterprise Business Solutions (\$200k)
- The following program budgets increased in 2021 due to program reprioritization  
Network and Operations Infrastructure (\$350k)  
Fiber and Wireless Network (\$262k)
- Microsoft 365  
Project added to 2021 (\$1.5m) to fund the purchase and implementation of Microsoft 365
- The following program budgets now include funding for IT staff (3.65 FTE) to be charged to the respective program  
Fiber and Wireless Network (\$80k)  
Network and Operations Infrastructure (\$160k)  
Security, Risk, and Compliance (\$100k)  
Workstation Equipment Lifecycle Management (\$90k)

# Information Technology

## Budget Overview

### 2021 CIP by Expenditure Type

	2021	2022	2023	2024	2025	2026
Fiber Network	432,000	382,000	280,000	280,000	280,000	280,000
Machinery and Equipment	1,365,000	1,855,000	1,850,000	1,915,000	1,910,000	1,935,000
Other	1,463,000	1,458,000	645,000	645,000	645,000	670,000
Software and Licenses	1,220,000	420,000	45,000	45,000	45,000	45,000
<b>Total</b>	<b>\$ 4,480,000</b>	<b>\$ 4,115,000</b>	<b>\$ 2,820,000</b>	<b>\$ 2,885,000</b>	<b>\$ 2,880,000</b>	<b>\$ 2,930,000</b>

### 2021 CIP by Funding Source

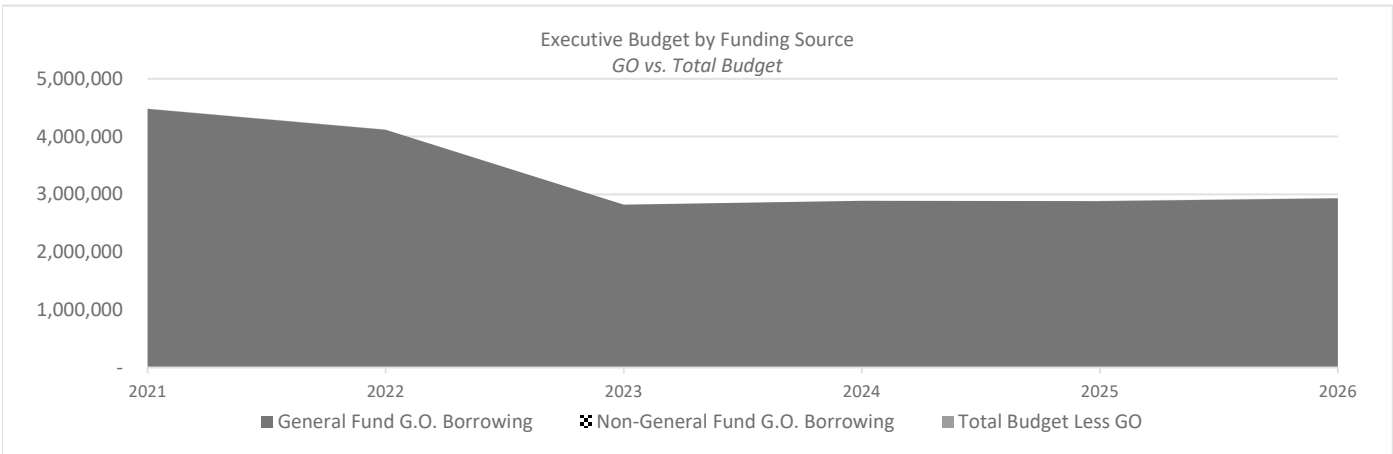
	2021	2022	2023	2024	2025	2026
GF GO Borrowing	4,480,000	4,115,000	2,820,000	2,885,000	2,880,000	2,930,000
<b>Total</b>	<b>\$ 4,480,000</b>	<b>\$ 4,115,000</b>	<b>\$ 2,820,000</b>	<b>\$ 2,885,000</b>	<b>\$ 2,880,000</b>	<b>\$ 2,930,000</b>

### Borrowing Summary

	2021	2022	2023	2024	2025	2026
<b>Borrowing Schedule</b>						
General Fund G.O. Borrowing	4,480,000	4,115,000	2,820,000	2,885,000	2,880,000	2,930,000
Non-General Fund G.O. Borrowing	-	-	-	-	-	-
<b>Total</b>	<b>\$ 4,480,000</b>	<b>\$ 4,115,000</b>	<b>\$ 2,820,000</b>	<b>\$ 2,885,000</b>	<b>\$ 2,880,000</b>	<b>\$ 2,930,000</b>

### Annual Debt Service

General Fund G.O. Borrowing	582,400	534,950	366,600	375,050	374,400	380,900
Non-General Fund G.O. Borrowing	-	-	-	-	-	-



# Information Technology

## Project Overview

Project	<b>Database Infrastructure</b>	Project #	<b>12413</b>
Citywide Element	<b>Effective Government</b>	Project Type	<b>Program</b>

### Project Description

This program funds the lifecycle management of the City's database infrastructure, hardware, software, licensing, upgrades, and tools. The goal of this program is to make continual improvements to the database infrastructure and to provide the funding for licensing tools and professional services needed to maintain the current software lifecycle. Projects planned for 2021 include database infrastructure management and upgrades to stay current with licensing. The data warehouse project originally planned for 2021 has been deferred to 2022.

### Project Budget by Funding Source

	2021	2022	2023	2024	2025	2026
GF GO Borrowing	50,000	325,000	75,000	75,000	75,000	75,000
<b>TOTAL</b>	<b>\$ 50,000</b>	<b>\$ 325,000</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>

Project	<b>Digital Accessibility and Engagement</b>	Project #	<b>12417</b>
Citywide Element	<b>Effective Government</b>	Project Type	<b>Program</b>

### Project Description

This program is responsible for enabling online payment processing, citizen service requests, digital signage, open data, access to Geographical Information Systems (GIS) data, and web applications and services. It also supports the projects and programs of the City's government access television channel (Media Team/City Channel). The goal of this program is to develop and support new technology and systems that improve accessibility and interaction with City services. Planned projects for 2021 include the replacing the City's website, replacing the MOST website, and Media Team end-of-life replacements.

### Project Budget by Funding Source

	2021	2022	2023	2024	2025	2026
GF GO Borrowing	305,000	405,000	120,000	185,000	200,000	225,000
<b>TOTAL</b>	<b>\$ 305,000</b>	<b>\$ 405,000</b>	<b>\$ 120,000</b>	<b>\$ 185,000</b>	<b>\$ 200,000</b>	<b>\$ 225,000</b>

Project	<b>Enterprise Business Solutions</b>	Project #	<b>12418</b>
Citywide Element	<b>Effective Government</b>	Project Type	<b>Program</b>

### Project Description

This program supports minor changes to the Enterprise Business Systems such as Permitting (Accela), Asset Management (CityWorks), Sharepoint, RecTrac, and IT Service Manager. The goal of this program is to continue the modernization of paper-based processes to digital processes and aligning enterprise systems. Projects planned for 2021 include tax system conversion services, enterprise business solutions services, and professional services for SharePoint Online conversion.

### Project Budget by Funding Source

	2021	2022	2023	2024	2025	2026
GF GO Borrowing	350,000	125,000	125,000	125,000	125,000	150,000
<b>TOTAL</b>	<b>\$ 350,000</b>	<b>\$ 125,000</b>	<b>\$ 125,000</b>	<b>\$ 125,000</b>	<b>\$ 125,000</b>	<b>\$ 150,000</b>

Project	<b>Fiber and Wireless Network</b>	Project #	<b>17404</b>
Citywide Element	<b>Effective Government</b>	Project Type	<b>Program</b>

*Project Description*

This program is for the expansion of the City’s high-speed fiber optic network. The goal of this program is to improve service delivery through interconnectivity and redundancy to City facilities by expanding the fiber optic infrastructure. Projects planned for 2021 include a fiber audit, fiber maintenance, and expansion of fiber to and from Fire Station 12 and the Paterson Street building, both of which create redundant loops for improved service delivery to all City sites and assets. The Executive Capital Improvement Plan increases annual program spending by \$80,000 to assume charging 0.75 FTE of IT staff to this program.

*Project Budget by Funding Source*

	2021	2022	2023	2024	2025	2026
GF GO Borrowing	610,000	580,000	480,000	480,000	480,000	480,000
<b>TOTAL</b>	<b>\$ 610,000</b>	<b>\$ 580,000</b>	<b>\$ 480,000</b>	<b>\$ 480,000</b>	<b>\$ 480,000</b>	<b>\$ 480,000</b>

Project	<b>Microsoft 365</b>	Project #	<b>13086</b>
Citywide Element	<b>Effective Government</b>	Project Type	<b>Project</b>

*Project Description*

This project funds the purchase of Microsoft 365. The goal of this project is to migrate to a subscription-based model for the City’s Microsoft Suite of products. Transitioning to a subscription-based model is intended to ensure the City continually upgrades as Microsoft versions are released rather than through periodic enterprise-wide software upgrades. The project will also include implementing Microsoft’s Enterprise Cloud for Government, allowing City employees the ability to access files without the need of a secure connection into the City’s network.

Implementation of this project is scheduled for 2021 with incremental migration from current applications and systems to Microsoft 365 in 2022. The annual operating costs of the associated with implementing this project is \$1.2 million. Approximately half of this increase will be offset by eliminating redundant Microsoft products after implementation is complete. The annual operating costs will begin in 2023. Completion of this project will avoid approximately \$3.4 million in future capital expenditures.

*Project Budget by Funding Source*

	2021	2022	2023	2024	2025	2026
GF GO Borrowing	1,300,000	250,000	-	-	-	-
<b>TOTAL</b>	<b>\$ 1,300,000</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Project	<b>Network and Operations Infrastructure</b>	Project #	<b>12412</b>
Citywide Element	<b>Effective Government</b>	Project Type	<b>Program</b>

*Project Description*

This program is for the lifecycle management of the hardware and software required to operate the City’s IT infrastructure environment in a secure and reliable manner. The program is responsible for maintaining the City’s data network, data storage, systems hosting, backups, and internet access. The goal of this program is to establish a schedule to minimize downtime and impact on City operations. Projects planned for 2021 include replacing end-of-life switches, core distribution, and phone systems in order to increase capacity for 10GB on servers and hosts for virtual environments. The Executive Capital Improvement Plan increases annual program spending by \$160,000 to assume charging 1.4 FTE of IT staff to this program.

*Project Budget by Funding Source*

	2021	2022	2023	2024	2025	2026
GF GO Borrowing	1,000,000	590,000	660,000	660,000	660,000	660,000
<b>TOTAL</b>	<b>\$ 1,000,000</b>	<b>\$ 590,000</b>	<b>\$ 660,000</b>	<b>\$ 660,000</b>	<b>\$ 660,000</b>	<b>\$ 660,000</b>

Project	<b>Property Assessment System</b>	Project #	<b>10043</b>
Citywide Element	<b>Effective Government</b>	Project Type	<b>Project</b>

*Project Description*

This project is for the purchase of a new computer system for property assessments, specifically property data management, sales analysis, and property valuation. The goal of the project is to replace an obsolete system from the mid-1990's with a modern system that combines all assessment functions into one integrated program utilized by the City's Assessor's Office. The project scope includes the purchase, deployment, and integration with the City's GIS mapping and other enterprise systems. Annual operating costs of the new system after the initial launch is approximately \$80,000. The anticipated go live date for the system is 2023.

*Project Budget by Funding Source*

	2021	2022	2023	2024	2025	2026
GF GO Borrowing	-	600,000	-	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 600,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Project	<b>Security, Risk, and Compliance</b>	Project #	<b>17401</b>
Citywide Element	<b>Effective Government</b>	Project Type	<b>Program</b>

*Project Description*

This program is for the protection of information technology and the information contained, processed, or transmitted by information technology systems. The goal of this program is to reduce the City's overall risk of security incident to moderate or below. This program is responsible for developing and measuring compliance with security policies and procedures and to minimize risk through implementation of effective technical, administrative, and physical security controls. Funds will be used to procure necessary tools, software, and services to better combat threats and improve the City's security posture. Projects for 2021 include a security vulnerability assessment, architecture consulting for network security services and identity access management, and a project to better mitigate the loss of network connectivity in data centers. The Executive Capital Improvement Plan increases annual program spending by \$100,000 to assume charging 0.75 FTE of IT staff to this program.

*Project Budget by Funding Source*

	2021	2022	2023	2024	2025	2026
GF GO Borrowing	325,000	250,000	350,000	350,000	350,000	350,000
<b>TOTAL</b>	<b>\$ 325,000</b>	<b>\$ 250,000</b>	<b>\$ 350,000</b>	<b>\$ 350,000</b>	<b>\$ 350,000</b>	<b>\$ 350,000</b>

Project	<b>Workstation Equipment Lifecycle Management</b>	Project #	<b>12411</b>
Citywide Element	<b>Effective Government</b>	Project Type	<b>Program</b>

*Project Description*

This program is for the lifecycle management of City hardware and tools that meet modern technology standards and application requirements. This program is responsible for upkeep of appropriate hardware and companion products to support the City's workforce in their day-to-day job functions. The goal of this program is to replace equipment on an appropriate schedule to minimize downtime and requests for service. Projects planned for 2021 include replacement City workstation equipment such as laptops, desktops, tablets, printers, rugged device replacements, phones, and related components or companion products. Program funding in 2021 reflects transitioning from a three-year replacement cycle to a four-year cycle and reprioritizing staff to other programs to support COVID-19 response. Program funding increased in the out years of the CIP with the assumption that IT staff capacity and the replacement cycle will return to pre-pandemic levels. The Executive Capital Improvement Plan increases annual program spending by \$90,000 to assume charging 0.75 FTE of IT staff to this program.

*Project Budget by Funding Source*

	2021	2022	2023	2024	2025	2026
GF GO Borrowing	540,000	990,000	1,010,000	1,010,000	990,000	990,000
<b>TOTAL</b>	<b>\$ 540,000</b>	<b>\$ 990,000</b>	<b>\$ 1,010,000</b>	<b>\$ 1,010,000</b>	<b>\$ 990,000</b>	<b>\$ 990,000</b>

# Information Technology

## 2021 Appropriation Schedule

### 2021 Appropriation

### Executive Budget

	Request	GO Borrowing	Other	Total
Database Infrastructure	50,000	50,000	-	50,000
Digital Accessibility and Engagement	305,000	305,000	-	305,000
Enterprise Business Solutions	350,000	350,000	-	350,000
Fiber and Wireless Network	530,000	610,000	-	610,000
Microsoft 365	1,300,000	1,300,000	-	1,300,000
Network and Operations Infrastructure	840,000	1,000,000	-	1,000,000
Security, Risk, and Compliance	225,000	325,000	-	325,000
Workstation Equipment Lifecycle Management	450,000	540,000	-	540,000
<b>Total 2021 Appropriation</b>	<b>\$ 4,050,000</b>	<b>\$ 4,480,000</b>	<b>\$ -</b>	<b>\$ 4,480,000</b>