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Our File/N/Réf. Your File/V/Réf.	01-98-0010
DATE	02 January 1998
TO/DEST.	Co-ordinator Corporate Services and Economic Development Committee
FROM/EXP.	Planning & Development Approvals Commissioner
SUBJECT/OBJET	<b>MUNICIPAL GIS APPLICATIONS PARTNERSHIP - INFORMATION TECHNOLOGY PROFESSIONAL SERVICES</b>

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### **DEPARTMENTAL RECOMMENDATION**

**That the Corporate Services and Economic Development Committee and Council approve the appointment of GE Capital Technology Management Services, to provide Information Technology project management relating to the Municipal GIS Applications Partnership, at a cost not to exceed \$200,000, including GST.**

### **BACKGROUND**

Since December, 1995, the RMOC and 11 (eleven) Area Municipalities have been working in Partnership with SHL Systemhouse to develop a suite of Geographic Information System (GIS) applications. The initial package of applications was completed in late 1997. A pilot implementation of the Phase 1 applications is underway.

The applications will be delivered progressively to the RMOC and Area Municipalities. The RMOC is responsible for establishing and operating a central GIS database on behalf of the Area Municipalities. Each municipal organization is responsible for the cost of installing and maintaining the computer hardware and networks required to connect their site(s) to the central site at the RMOC.

During the summer of 1997, the Municipal Applications Partnership (MAP) hired GE Capital Technology Services (GE Capital TMS) to undertake a review and analysis of the technology requirements and develop a preliminary budget for the RMOC and each of the Area Municipalities. This analysis has been completed and approved by the MAP Management Committee and a sub-committee of IT Directors from RMOC, Ottawa, Nepean, and Gloucester.

The first major release of the MAP applications is scheduled for January 29, 1998. In order to deploy the applications, the RMOC and Area Municipalities must first install, configure, test, and support the necessary servers, telecommunications equipment and software. This requires specialized and extensive project management and technical knowledge of Wide Area Networks (WANs) and the MAP application suite.

#### JUSTIFICATION AND SELECTION PROCESS

GE Capital TMS specified the required data and application servers, telecommunications equipment and software needed to deploy the MAP applications. GE Capital TMS is completely familiar with the MAP application design, performance metrics, and the information technology environment at RMOC and the Area Municipalities. In addition, GE Capital TMS has been the project manager for the recent technology infrastructure upgrade at the City of Ottawa.

Given the tight timeframe and specialized technical knowledge required, neither the RMOC or Area Municipalities have sufficient project management or technical expertise necessary to undertake this work. GE Capital TMS has proposed to assign an experienced project manager to work with the IT staff of the RMOC and Area Municipalities to:

- develop overall technology implementation plans for RMOC and participating Area Municipalities which includes detailed network design, server and telecommunications acquisition, installation, configuration, performance analysis and support.
- acquire, install, configure and test the MAP database and application servers
- confirm performance metrics and establish on-going monitoring and capacity planning
- negotiate an overall telecommunications contract with service provider(s)
- ensure an operational support model is developed and implemented to provide end-user and technical level support;
- establish necessary data management and/or administration guidelines
- act as interim chair of an inter-municipal Technology Standards Committee which addresses issues such as networking, security, virus protection, TCP/IP strategies, Internet usage, etc.
- develop a Business Recovery Plan (BRP)
- conduct a Threat/Risk Assessment to determine requirements for classified or protected data, additional system security, etc.

Given the recent experience of GE Capital TMS with Ottawa, their involvement in the analysis and development of hardware and network specifications, combined with their intimate knowledge of the MAP application suite and technology, no other firms have been asked to submit proposals for this work.

The Director, Information Systems Division, has been consulted and concurs with this recommendation.

FINANCIAL

The total cost is estimated not to exceed \$200,000.00, including GST. This cost is 100% recoverable from the Municipal Applications Partnership.

Funds are available in account 912-17907.

	\$
Approved Funding to Date	5,222,052
Total Paid & Committed	<u>4,958,578</u>
Balance Available	263,474
THIS REQUEST	<u>200,000</u>
Recoveries	(200,000)
Balance Remaining	<u>(263,474)</u>

*Approved by*  
N. Tunnacliffe  
Planning & Development Approvals Commissioner

DBJ/

FINANCE DEPARTMENT COMMENT

Funds are available as indicated.

*Approved by C. Colaiacovo*  
*on behalf of the Finance Commissioner*