
FINANCE AND CIVIC DEVELOPMENT COMMITTEE

*HIS WORSHIP, THE MAYOR
AND COUNCILLORS*

SUBJECT: 2013 INFORMATION TECHNOLOGY CAPITAL PROGRAM

RECOMMENDATIONS:

1. THAT Council approve the capital expenditure for computer equipment replacement, IT infrastructure acquisition and the 2013 Enterprise Resource Program implementation, as outlined in this report.
2. THAT Council authorize staff to bring down the necessary Capital Reserves Expenditure Bylaws.

REPORT

The Finance and Civic Development Committee, at its meeting held on 2013 March 28, received and adopted the *attached* report seeking capital funding approval for computer equipment replacement and implementation of the 2013 Enterprise Resource Program.

Respectfully submitted,

Councillor D. Johnston
Chair

Councillor C. Jordan
Vice Chair

Councillor P. McDonell
Member

Copied to:	City Manager Deputy City Managers Director Planning & Building Director Finance A/Director Engineering Chief Information Officer City Solicitor
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TO: CHAIR AND MEMBERS
FINANCE AND CIVIC DEVELOPMENT
COMMITTEE

DATE: 20 March 2013

FROM: CHIEF INFORMATION OFFICER

FILE:

SUBJECT: 2013 INFORMATION TECHNOLOGY CAPITAL PROGRAM

PURPOSE: To request capital funding approval from the Committee and Council for computer equipment replacement and implementation of the 2013 Enterprise Resource Program.

RECOMMENDATION:

1. **THAT** The Committee recommend Council approve the capital expenditure for computer equipment replacement, IT infrastructure acquisition and the 2013 Enterprise Resource Program implementation as outlined in this report, and staff be authorized to bring down the necessary Capital Reserves Expenditure Bylaws.

REPORT

1. INTRODUCTION

The 2013 Provisional Capital Program includes provision for the annual Information Technology capital program to replace aging computer equipment, upgrade technical applications and to facilitate the extension of the corporate Enterprise Resource Systems to City departments to enhance service to the public and internal business processes.

This report is to present the Committee and Council with details on the programs and the 2013 funding request for approval.

2. INFRASTRUCTURE REPLACEMENT \$1.241M

The City maintains an annual replacement program for its computer equipment such as servers, workstations, monitors, tablets and associated peripheral devices. For 2013, funding is required to replace a number of older servers, workstations, equipment and furniture that have reached the end of their useful life.

Specific replacement works consist of:

- PC, Laptops & Other Computer Equipment
- Point of Sale Equipment
- Telephone Sets
- Facility Security Cameras
- Tablet Desktop Replacements
- Core Switches Communications Replacements
- Uninterrupted Power Supply - Computer Room and Other Locations
- Central Site Network Upgrades Wireless Internet
- Office Furniture Replacements

The expenditures are estimated at \$1,241,000.00 inclusive of applicable taxes and are available within the General Replacement Funds.

3. INFRASTRUCTURE REQUIRED FOR GROWTH \$0.71M

This program includes purchases of new computer equipment, peripherals, software licenses and services, and technology software application upgrades to support planned 2013 City business application initiatives which address organizational needs, augment public services and reduce business risks associated with aging technology.

Specific works include:

- SAN Storage Array
- Upgrade City Facilities Network and Speed
- Wi-Fi Installations in City Facilities
- Disc to Disc Backup Disaster Recovery System
- Identity Management, Email Applications and Fire Wall System Upgrades

The expenditures are estimated at \$710,000.00 and it is recommended that staff be authorized to bring down a Capital Reserve Expenditure Bylaw in the amount of \$710,000.00 inclusive of taxes to finance the upgrade works as outlined.

4. ENTERPRISE RESOURCE PROGRAM (ERP) – BUSINESS APPLICATIONS \$2.275M

The City has an annual ERP plan to replace and upgrade existing business applications for the purposes of enhancing services to citizens through quicker and easier access to City services and information on line and to ensure the business systems are sustainable and sound.

The proposed 2013 program has been selected based on input provided by City departments and priorities established by the City's project steering committee which

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consists of staff from all user departments. The 2013 program will focus on the following areas:

- Electronic Council Agendas initiative
- Theatre Manager online system upgrade
- Finance initiatives including report and budget restructuring
- Revenue initiatives including Point of Sales Collections and Disbursements (PSCD) and Tax Payer Online Service (TPOS)
- Procurement and Fuel Card management initiatives
- Human Resources and Payroll initiatives
- Geographic Information Systems Initiatives including public facing Burnaby webmap, building footprints and 3D building modelling
- Electronic Document Record Management system
- Asset Accounting
- Licence, Inspections and Permits System (LIPS) business process design and request for proposal

The estimated 2013 expenditure under this program is \$2,275,000.00 and it is recommended that staff be authorized to bring down a Capital Reserve Expenditure Bylaw in the amount of \$2,275,000.00 to finance the 2013 ERP program. A further report will be submitted to the Committee and Council for approval on the Property Tax Project.

5. CONCLUSION:

The 2013 Information Technology programs are selected based on business and public service continuity needs identified and reviewed by the inter-department staff working group and steering committee. The objective of the 2013 program is to replace aging infrastructure and to implement new initiatives that will enhance service to the general public and City departments. Sufficient funds are available to complete the above projects in the 2013 Provisional Capital Program. It is recommended that the Committee and Council approve the proposed expenditure and staff be authorized to bring down the necessary Capital Reserve Expenditure Bylaws as outlined in this report.

Shari Wallace
CHIEF INFORMATION OFFICER

SW:DB: /dd
Copied to: City Manager
Deputy City Managers
Director Finance

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From: Chief Information Officer
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A/Director Engineering
Director Planning and Building
City Solicitor