

Supplementary Budget – Briefing Note

2019 Budget

One page brief per request

Briefing Note required for:**-items >\$50,000****-changes in FTE**

Dept	Division	Business Unit	Item	Base Supp	Amount	FTE Impact
FBIS	ITS	13903	Electronic Service Business Corporate Integration Optimization (Middleware) - Software Support	B	26,000	0
			TOTAL BASE		26,000	
FBIS	ITS	13903	Electronic Service Business Corporate Integration Optimization Implementation Team – Six (6) months	S	172,908	1.5
FBIS	ITS	13903	Implementation Services & Software Procurement	S	85,000 (est.)	
FBIS	ITS	13903	Funded from the ITS GIS System Reserve	S	(257,908)	
			TOTAL SUPP		0	

Background:

-Briefly provide why this is a request
(eg. Based on 3 year history)

This request is a corporate related item and initiative.

It is recommended to utilize 100.17716, the GIS Systems reserve, for the supplementary budget items of the implementation team and services and software procurement.

Project Delta implemented several new systems for the Municipality, including an Enterprise Resource Planning System used for the financial management of assets and work order management. As part of the Project Delta implementation, data migration scripts were implemented to ensure information was transferred between authoritative data sources and other systems that require this information for business processes. An example of this integration is between the Municipal Geographic Information System and the Enterprise Resource Planning System. Asset related information is maintained in both systems and must be transferred to support business processes. The current approach to data integration is through manual scripts which do not always meet business needs, and sometimes require the duplication of effort to maintain information in different systems. There are instances where the information required by business processes are simply not supported by the current manual integration approach. For instance, the existing manual scripts do not allow for the updating of attribute data for previously loaded assets. This has created a disconnect between the Enterprise Resource Planning System and the system which maintains the asset data.

This project is to implement a 'middleware' software, designed to facilitate and manage two-way data transfers between several enterprise systems. This software will facilitate the automation of data integrations between systems, simplifying the integration approach, and eliminate custom manual integrations.

Background:

Initial process improvements as a result of this implementation include:

- Automation of asset related information between the Geographic Information System and Enterprise Resource Planning solution. This automation would facilitate the ability to maintain authoritative asset information in either system based on business processes, while keeping the data in both systems synchronized. This new two-way integration would eliminate the need for manual data maintenance in each system and ensure that employees are viewing the accurate and consistent information in all systems. Examples of authoritative data to be coordinated between the two systems include asset status, asset condition and active work order information. This automation would also eliminate the significant manual effort currently required to pre-process data for manual integration processes.
- This solution would facilitate a 1:1 relationship between the asset data in the authoritative source and the Enterprise Resource Planning solution. This would eliminate the need to maintain separate functional assets and depreciable asset pools for PSAB compliance and reduce the effort for Financial Analysts and departments in maintaining separate asset categorizations and pools.
- The ability to add new asset classifications to the Enterprise Resource Planning solution would be significantly improved through the elimination of manual processes and scripts. This would facilitate the addition of assets such as parks, recreation facilities and buildings. Currently, the manual processes are a barrier to loading new asset classifications. This solution would streamline projects to bring new parks, recreation facilities and building assets into the system.

Comment:

- provide any further details if required, impact to user fees, etc
(eg. Gross expenses, any revenues, subsidies, etc.)

This Budget Brief does not include Project Management and Business Analyst resources to complete the procurement and contract negotiation portions of the implementation. Existing full time permanent Project Management and Business Analyst resources would assist with these portions of the project, with the six-month implementation team being formed once a contract is in place with the successful vendor.

The six month project implementation team would consist of a Project Manager (six months, 9.6 MKT Grid), Application Administrator (six months, 8.6 MKT Grid), Coordinator, Data Management (six months, 9.6).
It is recommended that this solution be implemented leveraging existing GIS System reserves.