



Department of Information Technology



2013-2014 Proposed Budget Overview



BASIC MISSION

- ▶ DoIT's primary mission is to ensure that the technology required to conduct City business is available to residents, businesses, employees, and elected officials.
- ▶ More specifically, DoIT enables:
 - ▶ Police/Fire to receive 911 calls, dispatch staff, and communicate
 - ▶ City services, information, and staff to be accessed via telephones, email, websites, television, and social media
 - ▶ Availability of City business services: permits get issued, bills get paid, courts get scheduled
 - ▶ Computer access and training for residents in need





KEY OUTCOMES and REMAINING CHALLENGES

Outcomes:

- ▶ Increased redundancy, availability, and security
- ▶ Technology is leveraged as effectively as possible.
- ▶ City IT services are coordinated and duplication of efforts and costs is reduced.

Where do we need help:

- ▶ Efficiency – reduce duplication, overlaps, silos
- ▶ Business continuity



ALIGNING MISSION AND BUDGET

- ▶ Ensure technology is available when/where/how needed.
- ▶ Leverage advances in technology.
- ▶ Coordinate IT investments to avoid duplication.

Invest in:

- ▶ Next Generation Data Center
- ▶ Windows 7
- ▶ Office 365

Return on investment:

- ▶ Business continuity
- ▶ Flexibility
- ▶ Mobility
- ▶ Enhanced functionality



TABLE 1 - INCREMENTAL BUDGET CHANGES FOR THE 2013-2014 BIENNIUM

Department of Information Technology							
	2013 FUNDING AMOUNT	FTE	2014 FUNDING AMOUNT	FTE	GF?	DESCRIPTION	BIP #
2012 ADOPTED BUDGET	\$ 49,151,321	190.25	\$ 49,151,321	190.25			
One-Time Funding Reduction	\$ (672,926)		\$ (686,072)		Partial	This item reduces budget for one-time projects and positions that were only funded in 2012.	910
Reduction of Inflation on Capital Items	\$ (66,132)		\$ (118,624)		Partial	This item reduces inflation that was added to items that do not need to be inflated.	910
Alignment of Budget with Actual Costs	\$ (4,142)		\$ (324)		Partial	This baseline adjustment aligns the budget with actual costs for salary/benefit adjustments, space rent, and debt service costs.	910
Budget Neutral Transfers	\$ 0		\$ 0		N/A	This budget neutral baseline adjustment aligns the proposed budget with the correct rate pool where the actual expenditures are occurring.	910
Increased Software and Maintenance Costs	\$ 178,353		\$ 139,823		Partial	This baseline budget increase is to cover the increased costs for use of a report server and maintenance for the 800MHz system.	910
Citywide Adjustments for Standard Cost Changes	\$ 3,286,471		\$ 6,549,686		Partial	Citywide technical adjustments made in the "Baseline Phase" reflect changes due to inflation, central cost allocations, retirement, health care, workers' compensation, and employment costs.	900
BASELINE BUDGET	\$ 51,872,945	190.25	\$ 55,035,810	190.25			
PROPOSED CHANGES							
<u>Proposed Policy Changes</u>							
Reduce Data Network Expenses and Depreciation Costs	\$ (255,947)		\$ (255,947)		Partial	This item reduces expenditures for non-capital equipment and supplies and reduces rates for some large capital asset depreciation.	070, 105
Smartphone Efficiencies	\$ (167,830)		\$ (266,500)		Partial	For this proposal, the City will no longer purchase smartphones for exempt employees, but allow them to use their own personal smartphones to access City email and calendaring.	104
Seattle Channel Capital Funding Savings	\$ (100,000)		\$ (100,000)		No	This proposal reduces capital funding for the Seattle Channel.	500, 501
Reduce Software, Supplies and Training for Web Team	\$ (67,000)		\$ (68,541)		No	This item reduces expenditures for the City's Web Team.	107, 113
Technology Efficiency	\$ (54,384)		\$ (54,945)		Partial	This proposal reduces costs for the City's existing telephone system and savings on equipment purchases due to changes in technology.	100, 106

	2013		2014		GF?	DESCRIPTION	BIP #
	FUNDING AMOUNT	FTE	FUNDING AMOUNT	FTE			
Computing Services Staffing Changes	\$ (27,331)		\$ (28,651)		Partial	This item reflects staffing changes and related savings in the Computer Services division.	109, 110
Budget Neutral Funding Shift					Partial	This budget neutral item adjusts DoIT revenues to reflect changes in fund sources for email support and the City's call monitoring system	103, 121
Support for COP System					Yes	This budget neutral item adjusts DOIT revenues to provide support for the Common Operating Picture (COP) System implemented by the Seattle Police Department.	122
Support for Internal Wi-Fi Networks	\$ 12,565		\$ 11,245		Partial	This item will provide oversight and maintenance of the City's internal WiFi systems.	119
Add Funding for Video Voters Guide	\$ 38,442				No	This proposal adds funding for the Video Voters' Guide, a set of videos that allow candidates to introduce themselves to voters and covers ballot initiatives, propositions, and levies.	302
Funding for Electronic Records Management System Planning	\$ 150,000		\$ 3,087,500		Partial	This proposal initiates the effort to implement a comprehensive citywide electronic records management system.	304
Citywide Upgrade to Windows 7 and Office 365	\$ 1,661,688		\$ (846,443)		Partial	This proposal provides funding for the City to upgrade to Microsoft Windows 7 and implement Office 365.	117, 301
Next Generation Data Center	\$ 2,693,906	2.0	\$ 30,527,644	2.0	Partial	This item funds planning, design, and implementation for a new data center for the City.	502
Proposed Technical Changes							
Technical Adjustments	\$ 21,247		\$ 21,824		Partial	These adjustments include utility rate increases, aligning costs with the correct rate pool and reducing one-time costs from the previous budget.	071, 072, 101
Final Citywide Adjustments for Standard Cost Changes	\$ 86,870		\$ 64,638		Partial	Citywide technical adjustments made in the "Proposed Phase" reflect changes due to inflation, central cost allocations, retirement, health care, workers' compensation, and unemployment costs.	900
TOTAL PROPOSED CHANGES	\$ 3,992,226	2.0	\$ 32,091,824	2.0			
FINAL PROPOSED BUDGET	\$ 55,865,171	192.25	\$ 87,127,634	192.25			
FUND BALANCE:							
PROJECTED BEGINNING FUND	\$19,464,331		\$17,208,022				
PROJECTED YEAR-END FUND	\$17,208,022		\$18,022,454				
PROJECTED YEAR-END	\$3,515,859		\$3,962,829				

TABLE 2 - CAPITAL IMPROVEMENT PROGRAM (CIP) CHANGES

DEPARTMENT OF INFORMATION TECHNOLOGY				2013-2018 PROPOSED CIP	
PROJECT TITLE	2013 APPROPRIATIONS (In 1000)	2014 APPROPRIATIONS (In 1000)	TOTAL PROJECT COST (In 1000)	FUNDING SOURCES	DESCRIPTION/EXPLANATION
NEW PROJECTS					
Next Generation Data Center	\$2,625	\$29,465	\$34,715	General Obligation Bonds	Project replaces aging data center facility systems, providing increased resiliency, maintainability, and disaster recovery/business continuity to the City's IT systems.
Electronic Records Management System	\$150	\$3,000	\$3,150	2013 - Operating Fund 2014 - General Obligation Bonds	Project replaces the City's current email archiving system and initiates planning for additional phases of expanding records management capabilities citywide.
PROJECTS CANCELLED OR DEFERRED					
NONE					
FUNDING/SCOPE CHANGES FOR EXISTING PROJECTS					
Seattle Channel Digital Asset Replacement and Upgrades	\$291	\$293	\$2,870	Cable Fund	Funding reduction of \$100,000 in years 2013 and 2014 to reflect delayed upgrades for studio lighting and High Definition (HD) studio and field equipment.

TABLE 3 - BUDGET OVERVIEW

Dept of Information Technology	EXPENDITURES OVERVIEW (2013-2014 PROPOSED)				
BUDGET CONTROL LEVELS	2012 ADOPTED	2013 PROPOSED	% CHANGE '12-'13	2014 PROPOSED	% CHANGE '13-'14
Expenditures by BCL					
Finance and Administration	\$ 6,299,000	\$ 10,713,000	70.1%	\$ 39,053,000	264.5%
Office of Electronic Communications	\$ 7,248,000	\$ 7,230,000	-0.2%	\$ 7,392,000	2.2%
Technology Infrastructure	\$ 33,632,000	\$ 35,901,000	6.7%	\$ 38,616,000	7.6%
Technology Leadership and Governance	\$ 1,972,000	\$ 2,021,000	2.5%	\$ 2,066,000	2.2%
Total DOIT Expenditures	\$49,151,000	\$55,865,000	13.7%	\$87,127,000	56.0%
Total FTEs	190.25	192.25	1.1%	192.25	0%
Revenues DOIT					
Cable Fund	\$7,991,000	\$8,352,000	4.5%	\$8,574,000	2.7%
City Agency - GF	\$13,782,000	\$14,895,000	8.1%	\$15,274,000	2.5%
City Agency - Non-GF	\$17,785,000	\$18,207,000	2.4%	\$18,420,000	1.2%
External Revenues	\$1,547,000	\$431,000	-72.1%	\$440,000	2.1%
General Fund Support	\$4,150,000	\$4,156,000	0.1%	\$4,514,000	8.6%
LTGO Bonds	\$0	\$2,625,000		\$35,635,000	1257.5%
Special Project Billings	\$4,801,000	\$4,943,000	3.0%	\$5,085,000	2.9%
Total DOIT Revenues	\$50,056,000	\$53,609,000	7%	\$87,942,000	39%

All dollar numbers rounded to the nearest \$1,000

Percentages rounded to the nearest tenth percent