

Memorandum



CITY OF DALLAS

DATE August 15, 2014

TO Members of the Budget, Finance & Audit Committee: Jerry R. Allen (Chair),
Jennifer Staubach Gates (Vice-Chair), Tennell Atkins, Sheffie Kadane, Philip T. Kingston

SUBJECT Upcoming Agenda Item: Web Content Management System for Police Internet and Intranet Websites

The August 27, 2014 Council Agenda includes an item to authorize a professional service contract for implementation of a web content management system for Police internet and intranet websites with KnackTek LLC dba SharePoint Engine in an amount not to exceed \$88,004, financed with Current Funds.

The Communications and Information Services department is currently implementing the latest version of Microsoft SharePoint Collaboration System to better manage websites and provide enhanced capabilities for City department users. It provides many built-in features that enable users to post information on websites, manage calendars and events, share documents, create online forms, and create surveys/polls.

Today, City of Dallas websites are created and every change must be made by the Web Group. With SharePoint, the Dallas Police Department will be able to update their websites on their own and immediately post information to the public such as news, announcements, calendar events, new forms or documents.

As early as 2004, the Dallas Police Department purchased a custom built web content management system to manage their web sites. The product is no longer supported by the vendor for new releases or fixes for this product since 2008. It is proprietary and not readily supportable by the marketplace. As such, it is necessary to acquire professional services with expertise to move from the existing system to Microsoft SharePoint. Passage of this agenda item will enable the acquisition of the necessary professional service.

Please contact me if you have any questions.



Jill A. Jordan, P.E.,
Assistant City Manager

C: Honorable Mayor and Members of the City Council
A.C. Gonzalez, City Manager
Rosa Rios, City Secretary
Daniel F. Solis, Administrative Judge
Forest Turner, Assistant City Manager
Charles M. Cato, Interim Assistant City Manager
Jeanne Chipperfield, Chief Financial Officer
William Finch, Director/CIO, CIS

Warren M.S. Ernst, City Attorney
Craig Kinton, City Auditor
Ryan S. Evans, First Assistant City Manager
Joey Zapata, Assistant City Manager
Theresa O'Donnell, Interim Assistant City Manager
Shawn Williams, Interim Public Information Officer
Elsa Cantu, Assistant to the City Manager