

TASKS AND GENERAL QUESTIONS

Client:	Contra Costa Transportation Authority	Functional Area: Information Technology
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CURRENT PROCESS

The Contra Costa Transportation Authority (Authority) does not have any permanent technology staffing. Systems administration and network support are outsourced to Endsight, a technology firm located in Berkeley. Endsight is a Microsoft GOLD certified company and also provides user support on Microsoft applications.

The Authority currently uses Capital Improvement Program Software (CIP) written in Microsoft Access to track invoices, project costs, capital improvement transactions, contract information, and to report on its capital improvement investment pursuant to a strategic plan. All accounting transactions are also submitted manually to the County of Contra Costa for posting within the County's general ledger. The CIP is not designed to function beyond year 2009 due to the transition to Measure J expenditure plan in March 2009.

In addition to CIP, the Authority also utilizes other systems to carry out its workload. An application interface diagram of the current environment is provided in figure 1 below. This diagram illustrates the various system interfaces (either electronically or manually) across core business processes.

Current Applications Interfaces

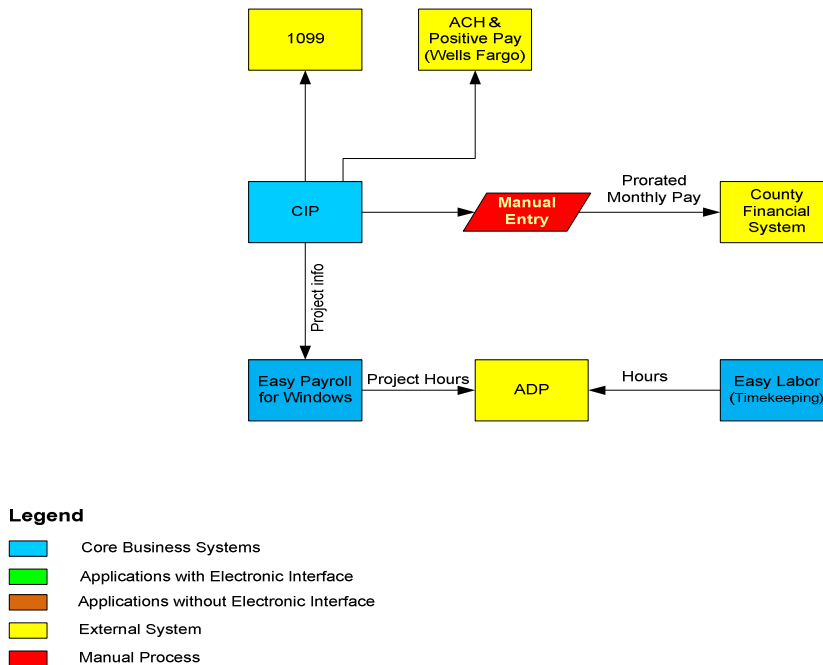


Figure 1 Application Interface Diagram

The data communication infrastructure (hereinafter referred to as the network) consists of one

Class C network system with 10/100 Mbps Ethernet LAN, servicing the Authority's one office location. The Authority's mission critical server is located within the office location, which is also known as the Server Room at 3478 Buskirk Avenue, suite 100. The current LAN networking speed is sufficient for the Authority's computing needs. The Authority's computing and network standards are summarized below:

- 1 Intel-based Server running Microsoft Small Business Server 2003 R2 and Microsoft Exchange Server
- Approximately 19 Intel-based workstations running Microsoft Windows XP Operating System. The Authority plans to gradually upgrade to Microsoft Windows Vista in the next few years.
- TCP/IP Protocol
- A router provided by the Comcast
- HP Switches
- Data encryption – SSL

Endsight is the Authority's designated offsite backup storage site, which is located approximately 30 miles from the server room. Critical data is backed up to the Endsight facility for storage on a nightly basis. In the event of disaster, Endsight has the ability to host mission critical applications and serve as a Disaster and Recovery Site for the Authority.

The most important standards to the Authority are the database platforms, operating system platforms, and server, desktop, notebook computer, and core network infrastructure hardware. Together, these elements form the foundation of the Authority's computing infrastructure upon which the majority of Authority's business systems are constructed and deployed. The strategy in maintaining this foundation represents a balanced approach that allows for flexibility and variation in Information Services solutions while allowing the Authority to maintain a manageable set of core technologies and the skills that are required to support them. In the event of a new software purchase, it is highly desirable that the system is compatible with the following standards:

Category	
Enterprise Database Management System	Microsoft SQL Server 2005
Server Operation Systems	Microsoft Windows Server 2003, Microsoft Windows Server 2008
Server-Class Computer	HP
Desktop, Workstation, Notebook Operation Systems	Microsoft Windows XP, Microsoft Windows Vista
Desktop / Notebook Computer	Dell
Hand Held Computing Device	Windows Mobil Device
Network Infrastructure Hardware	A router provided by Comcast, HP switches
Network Printer	HP
Server Backup software	Asigra
Office Applications	Microsoft Office 2003, Microsoft Office 2007
Email Server	Microsoft Exchange Server 2003

Email Client Software	Microsoft Outlook 2003, Microsoft Outlook 2007
Web Browser	Microsoft Internet Explorer 6.0 and above
PDF Reader	Adobe Reader 7.X
Network Protocols	TCP/IP
Web Server	Internet Information Server

Other Technology Considerations

In purchasing a new Financial application, the following criteria is desired by the Authority's IT Department:

1. Microsoft SQL Server 2005 DBMS platform in order to fully utilize the existing skill sets of the IT staff
2. Integrated web-based systems running under IIS, Microsoft's Web Server – Internet Information Server, with open standards. The new system should provide a smart client for updates if either a client/server based or a web-based system that requires client software installation/upgrade is proposed.
3. The Authority prefers ASP, RSP, or Software as a Service models for the new solution. Vendors are encouraged to provide costs for both options.
4. Enterprise reporting tools with Ad-hoc reporting capability to easily access data within the new solution.
5. Compliance with Windows Active Directory and support a single user sign on.
6. Compliance with ODBC standards.
7. Hardware sizing estimates for training, testing and production environments based on the installation. The estimated total number of name users is approximately 19.
8. Software vendor must work with Authority's Information Technology Department for internet access through the Authority's firewall.
9. The Authority has determined to continue using Easy Payroll and ADP for HR and Payroll functions in the future state.
10. The Authority does not wish to convert history data.