

Municipality of Port Hope

Capital Projects

Project	1011 Electronic Document and Records Management System Rollout		
Department	Corporate Services		
Version	03 Proposed by Budget	Year	2023

Description

Project Description

Modernizing Records Management within the Municipality by leveraging existing IT Resources, and best practices in order to increase user accessibility and ease in managing records. Increasing transparency and accountability within the municipality with respect to records management and retrieval.

Project Justification

Obtained funding from MMP to partially fund project. Already have MS Sharepoint licenses in place and can leverage existing licenses to roll out EDRMS project. Next step in the modernization of records management within the municipality. Can develop an intranet for staff.

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Version	03 Proposed by Budget	Year	2023

Budget							
	Total	Prior Years	2023	2024	2025	2026	2027
Expenditures	290,000		290,000				
Funding							
Tax Levy							
Contrib fr Oper	41,882		41,882				
	41,882		41,882				
Gov't Grants							
Federal Grant	248,118		248,118				
	248,118		248,118				
Funding Total	290,000		290,000				

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Project	1011 Electronic Document and Records Management System Rollout		
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Version	03 Proposed by Budget	Year	2023

Attributes		
Attribute	Value	Comment
Attributes		
Department	Corporate Services	
Project Type	New Asset	
Replacement Type		
Tax Levy Allocation		
Physical Boundary Location		
Identified in any Council Approved Plan?	No	
Identify Council Approved Plan(s)	Council Approved MMP Funding Intake 3	
Project Status		
Asset Management Plan (AMP)		
Existing Asset ID #		
Replacement Value Identified in AMP (\$)		
Replacement Year Identified in AMP		
Estimated Useful Life (in years)		
Future Annual Impact on AMP (Cost per year)		
Date		
Start Date	7-Jan-2023	
Completion Date	7-Dec-2023	
To be Completed by Finance		
Approval Status	Recommended by Finance Committee	
GL Account Number		

Municipality of Port Hope

Capital Projects

Project	1014 UPS (uninterruptible power supply) Replacement		
Department	Corporate Services		
Version	03 Proposed by Budget	Year	2023

Description

Project Description

Replacement of uninterruptible power supplies supporting IT

Project Justification

The need and reliance on technology is stronger than ever before. As Port Hope invests in IT, the need to protect critical components also grows.

Uninterruptible Power Supplies (UPS) provide continuous, clean power to devices that support critical components of the IT infrastructure. The protection of sensitive equipment from power surges and spikes, brownouts, and harmonic distortions is essential to provide a stable and reliable IT network.

Many of our existing UPS's cannot support our infrastructure and are aged and failing, including those located at facilities for first responders. A replacement and modernization of this equipment would contribute to network uptime, the protection of essential and critical IT infrastructure, and support business continuity.

Municipality of Port Hope

Capital Projects

Project	1014 UPS (uninterruptible power supply) Replacement		
Department	Corporate Services		
Version	03 Proposed by Budget	Year	2023

Budget							
	Total	Prior Years	2023	2024	2025	2026	2027
Expenditures	25,000		25,000				
Funding							
Tax Levy							
Contrib fr Oper	25,000		25,000				
	25,000		25,000				
Funding Total	25,000		25,000				

Municipality of Port Hope

Capital Projects

Project	1014 UPS (uninterruptible power supply) Replacement		
Department	Corporate Services		
Version	03 Proposed by Budget	Year	2023

Attributes		
Attribute	Value	Comment
Attributes		
Department	Corporate Services	
Project Type	Replacement	
Replacement Type	Replacement - Similar	
Tax Levy Allocation	Common	
Physical Boundary Location		
Identified in any Council Approved Plan?	No	
Identify Council Approved Plan(s)		
Project Status		
Asset Management Plan (AMP)		
Existing Asset ID #	0000	
Replacement Value Identified in AMP (\$)		
Replacement Year Identified in AMP		
Estimated Useful Life (in years)	5	
Future Annual Impact on AMP (Cost per year)		
Date		
Start Date	31-Dec-1969	
Completion Date	31-Dec-1969	
To be Completed by Finance		
Approval Status	Recommended by Finance Committee	
GL Account Number		