



DRAFT

Office of the CIO
Technology Directive

SUBJECT: Enterprise Geographic Information Systems (eGIS) Central GIS Repository	NUMBER: TD 12-02
REFERENCES:	DATE ISSUED: TBD
	EXPIRES: UNTIL RESCINDED
	CIO PROGRAM: ENTERPRISE GIS

Distribution Board Information Technology Deputies
 Department Heads and Chief Deputies
 CIO Council
 Enterprise GIS Committee

- Purpose**
1. Enhances GIS data access and sharing,
 2. Eliminates redundant data development,
 3. Increases data accuracy,
 4. Reduces storage duplication and costs,
 5. Improves collaboration and coordination,
 6. Supports the Development of best practices.

Background & Context County departments acquire, develop, maintain, and act as stewards for over 500 layers of Geographic Information Systems (GIS) data (e.g., aerial imagery, streets, landmarks, population estimates). Due to the lack of a single access point for authoritative Countywide GIS data, duplicate data copies have been created and stored, creating redundant effort, reducing accuracy, increasing storage costs, and reducing disaster recovery capabilities.

- Directive**
1. Departments will work with the Geographic Information Officer to maintain a list of authoritative County GIS data layers and stewards.
 2. Data stewards will maintain updated copies of GIS data layers they are responsible for in the LA County Enterprise GIS Repository.
 3. GIS data not confidential or restricted will be made available on the LA County GIS Data Portal.

County departments will work with the Geographic Information Officer to maintain a list of authoritative data, and maintain data identified in the GIS

data list to the LA County Enterprise GIS Repository (managed by the eGIS Program).

Departments can maintain data locally and load copies to the Repository, or update data directly in the Repository. Departments will use the existing eGIS Repository security controls to ensure confidential and private data is only available to approved users.

The eGIS Program will develop and publish business rules to help departments ensure that information in the eGIS Repository is current.

The LA County GIS Data Portal (<http://gis.lacounty.gov/dataportal>) makes public (non-confidential) data available to County agencies, other jurisdictions, and the public. County departments will use the LA County GIS Data portal to provide public access to non-confidential data.

Scope & Applicability

All Departments that develop, maintain, or are stewards for GIS data are subject to this Technology Directive.

The CIO will coordinate with the Internal Services Department (ISD) Enterprise GIS (eGIS) Program to ensure compliance with this Technology Directive.

Exceptions

GIS data that is highly confidential and may not be shared between departments will be exempt from this Technology Directive.

Definitions

GIS – Geographic Information Systems
CIO – County of Los Angeles, Chief Information Office.
CEO – County of Los Angeles, Chief Executive Office
ISD – County of Los Angeles, Internal Services Department

Approved

Richard Sanchez, Chief Information Officer
 County of Los Angeles

Please contact the Office of the CIO (213.253.5600 or info@cio.lacounty.gov) for questions concerning this Technology Directive. This document is also available online at <http://ciointranet.lacounty.gov/>



DRAFT

Office of the CIO
Technology Directive

SUBJECT: Enterprise Geographic Information Systems (eGIS) Centralized GIS Software Management	NUMBER: TD 12-03
	DATE ISSUED: TBD
	EXPIRES: UNTIL RESCINDED
	CIO PROGRAM: ENTERPRISE GIS
REFERENCES:	

Distribution Board Information Technology Deputies
 Department Heads and Chief Deputies
 CIO Council
 Enterprise GIS Committee

Purpose

1. Reduce GIS software licensing costs
2. Monitor software utilization to optimize the use of GIS software,
3. Improve the efficiency of software maintenance,
4. Increase the speed of software deployment.

Background & Context The County, on average, spends close to \$600,000 annually for GIS software products and services from ESRI. These licensing costs may not reflect optimal license counts and levels, and separate licensing agreements limit the ability to transfer unused licenses to departments that need additional licenses, increasing cost.

Directive

1. All licenses for GIS software from Environmental Systems Research Institute (ESRI) will be managed through a countywide agreement established by the Internal Services Department (ISD).
2. The Enterprise GIS Program will provide a tool for department to monitor their license utilization to support optimized license usage.
3. Departments will transfer licenses from internal license servers to the centralized license server hosted by the eGIS Program.

The eGIS Program manages a Countywide license maintenance agreement with ESRI (customer #20) which ensures access to new software versions, technical support, and reduces administration costs for departments.

All GIS Software from ESRI will be transferred from departmental maintenance agreements to the Countywide agreement “as-is”. ISD will

manage the central maintenance contract with ESRI, and bill departments for the cost of their licenses, without an overhead charge.

The Geographic Information Officer will review requests for additional licenses to determine if unused licenses can be transferred to requesting departments, reducing license acquisition costs.

The eGIS Program will use a software license management tool (OpenLM or equivalent) to monitor and provide license usage statistics for each department to support license optimization before licenses are transferred to the central license pool.

Departments will transfer their licenses to the central license server pool which enables users to “check out” licenses as they are used.

Note: Departments can work with ISD to maintain a local backup license server and license pool to ensure continued access to GIS software in case of disasters or network connectivity issues.

Scope & Applicability

All Departments that acquire and maintain GIS software from ESRI are subject to this Technology Directive.

The CIO will coordinate with the Internal Services Department (ISD) Enterprise GIS (eGIS) Program to ensure compliance with this Technology Directive.

Exceptions

There are no exceptions for the centralized maintenance agreement. Public safety and confidential systems may be exempt from the central license pool as approved by the Geographic Information Officer.

Definitions

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ESRI – Environmental Systems Research Institute
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Approved

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DRAFT

Office of the CIO
Technology Directive

SUBJECT: Enterprise Geographic Information Systems (eGIS) Centralized GIS Application Hosting	NUMBER: TD 12-04
	DATE ISSUED: TBD
	EXPIRES: UNTIL RESCINDED
	CIO PROGRAM: ENTERPRISE GIS
REFERENCES:	

Distribution Board Information Technology Deputies
 Department Heads and Chief Deputies
 CIO Council
 Enterprise GIS Committee

- Purpose**
1. Enhances GIS data access and sharing,
 2. Reduces GIS hardware and software costs,
 3. Improves collaboration and coordination,
 4. Increases application development speed,
 5. Supports the development of best practices.

Background & Context Departments have managed their own GIS server mapping infrastructure, duplicating hardware and software and software investments. The Enterprise GIS Program has established a central GIS infrastructure for all County departments to host their GIS applications in a centralized hosting environment.

- Directive**
1. Public facing mapping applications leveraging GIS Server software listed below will be hosted in the eGIS Program Infrastructure.
 2. Departments using commercial mapping providers shall leverage the eGIS Program’s enterprise licenses.
- The internal Services Department (ISD) Enterprise GIS Program will maintain standard software to support these applications.
 Departments will work with ISD to establish service level agreements (SLAs) to establish availability, access, and maintenance requirements.

Scope & Applicability All Departments that develop and maintain GIS mapping applications are subject to this Technology Directive.
 The CIO will coordinate with the Internal Services Department (ISD)

Enterprise GIS (eGIS) Program to ensure compliance with this Technology Directive.

Exceptions GIS applications that are internal and leverage local data resources that would be impacted by network distance, use confidential GIS data, or applications hosted by vendors, may be exempted from this Technology Directive based upon approval by the Geographic Information Officer.

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