

**REPORT TO: POLICY AND RESOURCES COMMITTEE - 15 OCTOBER 2001**

**REPORT ON: PURCHASE OF E-WORK SOFTWARE**

**REPORT BY: DIRECTOR OF INFORMATION TECHNOLOGY**

**REPORT NO: 674-2001**

**1. PURPOSE**

1.1 To seek Committee approval for acceptance of the recommended tender for the supply of the software product "e-work" by Metastorm.

**2. RECOMMENDATIONS**

2.1 The Committee is recommended to approve the tender amounting to £43,200 from Consilium.

**3. FINANCIAL IMPLICATIONS**

3.1 Provision for this corporate software is contained within the IT Division revenue budget for 2001/2002.

**4. LOCAL AGENDA 21 IMPLICATIONS**

4.1 This software will facilitate electronic transactions on the Council's website and intranet and will contribute to saving resource. It will also facilitate integration of separate existing databases. This contributes to both the sustainability and integration objectives of local agenda 21.

**5. EQUAL OPPORTUNITIES IMPLICATIONS**

5.1 During the implementation of the Council's ICT Strategy ongoing consideration will be given to the Council's Equal Opportunities policies. Issues relating to accessibility and social inclusion are especially relevant in the design of ICT implementation.

**6. BACKGROUND**

6.1 The Council adopted its ICT Strategy in October 2000. Part of the action plan is to develop online transactions on the Council's website and intranet. This will also meet the Digital Scotland e-government targets of 25% of services capable of electronic transaction by the end of 2002 and 100% by 2005.

6.2 The project team examined the market place with a view to sourcing a solution which would

- provide a public interface to Council services
- enable the introduction of electronic forms on the Internet and Intranet
- include a process-mapping tool
- facilitate the workflow of data through the organisation
- interface with existing databases and e-mail
- incorporate acceptable security features

E-work by Metastorm UK was deemed to meet, uniquely all the requirements in one product. The product was evaluated over a 3 month period with the involvement of IT, Corporate Planning, Personnel and Management Services and Dundee Contract Services. Furthermore the project team negotiated a substantially discounted deal with Metastorm UK.

6.3 Metastorm do not retail directly but through their partners. Five 'local' resellers were approached to provide the software and ongoing support of which three submitted the following tenders.

Company	Tender Amount *
SX3	£43,200
SCS	£43,200
Consilium	£43,200

\* The uniform price reflects the negotiated deal with Metastorm UK.

6.4 The project team also evaluated the potential suppliers using presentations given by each on the following criteria:

- product knowledge
- previous business (references)
- company profile
- support arrangements
- training facilities
- interfacing with other products
- information security knowledge
- any proposals that would add value to the project

After a thorough evaluation, Consilium were considered to be the best partners for Dundee City Council. As well as providing excellent evidence on the criteria they were offering a period of free training and therefore represented the most economically advantageous tender.

## 7. **PROPOSAL**

It is proposed that Consilium's tender is the most advantageous to the Council.

## 8. **CONSULTATIONS**

All Directors have been consulted in the preparation of this report.

## 9. **BACKGROUND PAPERS**

ICT Strategy – Policy and Resources October 2000

Director of Information Technology..... Date .....