

## BRIEF

**To:** Minister for [REDACTED]  
**Through:** Secretary  
First Assistant Secretary, Operations  
Director, Operational Support

**Subject:** Single-source limited procurement for digital mapping software licenses

**Critical date:** 1st June 2017, in order to commence the contract on the 1st of July.

### Recommendation

That you:

- Agree to establish an Enterprise Licensing Agreement (ELA) with Geologic Australasia over a 3 year period.
- Agree to establish the ELA using single-source procurement.

Comment:	Agreed/not agreed/discuss  ..... /...../.....
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### Background

Property Management Division use digital mapping software for critical asset management decision making purposes.

Geologic Australasia has been the Property Management Division's and the Department of [REDACTED] Digital Mapping software provider for 15 years. They offer industry best practise software solutions in the digital mapping spectrum.

The introduction of an Enterprise Licensing Agreement will allow all Divisions across the Department of [REDACTED] to access digital mapping software to support their business objectives.

These objectives include:

- Asset management
- Data analysis
- Reporting
- Mobile data capture

Operational Support Branch within Property Management Division has investigated the available industry options with regard to digital mapping products. It has been determined that Geologic Australasia is able to provide the full suite of products required within a single contract arrangement to support Government objectives. The full compatibility of the software suite is critical to the success of Property Management Division's asset management processes.

## **Issues**

The current contractual arrangements between Property Management Division and Geologic Australasia are inadequate with regard to providing sufficient numbers of licenses across Government. This will have the impact of hindering future technologies and information self-serving opportunities.

There are business efficiencies to be gained by enabling Property Management Division staff to be able to self-service asset management data using the Geologic Australasia digital mapping software. These include;

- Decreased burden on Operational Support Branch for basic procedures.
- Less down time by operational staff within business units waiting for information.
- Greater uptake of available technologies to support business objectives
- Synergies with other government agencies with regard to data sharing

## **Financial Implications**

The cost of the ELA is \$312 000 per year, over 3 years. Currently Property Management Division has a contract with Geologic Australasia that is \$250 000 per year.

Property Management Division have sourced additional funding agreement from Property Acquisition Division and Property Sales Division for the duration of the ELA contract (3 years). Additional Property Management Division funding will be sourced from the existing Property Management Division Information Technology Service Level Agreement. The annual breakdown of injection funding per year for three years is as follows:

- Property Management Division—\$22 000
- Property Acquisition Division—\$10 000
- Property Sales Division—\$30 000

## **Internal Consultation**

Operational Support Branch have undertaken internal business analysis with respect to software requirements for Property Management Division.

Property Division have also consulted with Property Acquisition Division and Property Sales Division staff to ensure that their business requirements are supported by the Enterprise License Agreement.

Shared Services ICT have been consulted with regard to current Service Level Agreements in place with Geologic Australasia.

## **External Consultation**

Property Management Division have comprehensively investigated industry suitability within the digital mapping software arena, and have also consulted with Geologic Australasia and other providers to determine enterprise viability of software products.

## **Benefits/Sensitivities**

The benefits of this Enterprise Licensing Agreement are as follows:

- Access to a greater number of software products/licenses for Department staff.
- Ability to create innovative business solutions.
- Simple contract management.
- Centralised support and maintenance as part of agreement
- Availability of training for Government staff as part of agreement

There are no sensitivities with regard to this arrangement.

### **Media Implications**

There are no media implications arising from this brief as this matter is an internal administrative issue.

[name redacted]

Project/Action Officer: [name redacted]

Section Manager – Digital Mapping

Phone: [number redacted]