

DANE COUNTY

CAPITAL PROJECTS/EQUIPMENT DETAIL SHEET

1. AGENCY County Board	2. ORGANIZATION Legislative Services	3. COMPLETED BY Karin Peterson Thurlow	4. PHONE 266-4533	
5. PROJECT TITLE: Legislative Tracking System		6. PROJECT NO. 13-024-01		
7. PROJECT/EQUIPMENT DESCRIPTION: (INCLUDE USEFUL LIFE FOR EQUIPMENT) Develop or acquire legislative tracking software to improve the flow and accuracy of resolutions and ordinance amendments from drafting, to introduction, to referral, to committee action, and final County Board action. Implementation of a new legislative tracking system would necessitate acquisition of hand held devices, such as tablets or iPads, for Board members to use at meetings. Costs are preliminary based on initial discussions with a number of vendors.		8. PROJECT TIMING		
			ESTIMATED DATE BEGIN	
		ARCHITECTURAL SERVICES		ESTIMATED DATE END
		PLANNING & DESIGN		
		150000		
		DEMOLITION & SITE PREPARATION		
		CONSTRUCTION MANAGEMENT SERVICES		
		CONSTRUCTION		
		150000		
OFFICE FURNITURE/EQUIPMENT				
E.D.P. EQUIPMENT				
PROJECT OPENING				
	CAPITAL EQUIPMENT ACQUISITION	Apr-13	Dec-13	
9. PROJECT JUSTIFICATION: Legislative tracking software would improve ease of use and coordination among county departments, the County Board Office, the County Clerk, and members of the County Board. Improved tracking of items would provide more seamless and convenient public access to information for county residents and the press. It would reduce duplication of effort and save staff time throughout county government, as well as reduce the use of paper. A new legislative tracking system would provide more user-friendly and consistent formatting and editing. The cost of adopting a new system will include training all relevant staff throughout county government in the new process, new templates, and software. Training and a schedule should be incorporated into the initial project. It would also decrease county use of paper, furthering sustainability goals.		LOCATION:		

