

## City of Waukesha IT Technical Assessment

Fiscal Year:                      Requester:                      Title:                      Dept:

### Project Overview and Goals:

#### Proposed Project / Technology

Check one:  Replacement  New  Upgrade  Other:

#### General overview from vendor of the application topology and what the application does:

The following questions are designed to help determine the appropriate infrastructure costs in conjunction with system type/criticality information.

#### Application Architecture:

What is the Application Architecture (if known)? The options are as follows:

Client / Server     Client     Web Based     Other:

\*Web-Based is preferred

Where is the Application Architecture installed? The options are as follows:

On-Premises     Hosted     Other:

If the Application Architecture is hosted, what model is used?

Infrastructure as a Service     Software as a Service     Platform as a Service

Other:

If the Application Architecture is hosted, and the City stops using the solution, is there a charge to get our data back

Yes     No

If the Application Architecture is hosted, what certifications do they hold?

SAS 70     SSAE 16     FedRAMP     Other:



**Web Application Requirements:**

N/A: Client/Server Solution

What Web Browsers are supported?

Internet Explorer     Chrome     Firefox     Browser Agnostic     Other:

\* Browser agnostic preferred

What Browser version is supported?

Internet Explorer:

Chrome:

Firefox:

What Web service is used:  IIS - Version

Other – Version

\*IIS Preferred

What third party software needed?

- A Java add-on is on the client, version #
- Active X add-on on the client
- .NET Framework, version
- Digital certificates (IE based app. or ASP)
- Adobe
- Add-ins for existing applications (IE MS Office, etc.)
- Other
- Not Applicable (none needed)

\*None Needed is preferred.

**Server Requirements:**

N/A: Hosted solution

Specify the type of server the main component of the application will be installed on?

MS Server What Version?

What Service Pack?

LINUX - What version?

\*MS Server is the standard

What database will be used?

MS SQL    What version?

What SP?

Oracle    What version?

Other    What version?

\*MS SQL is the standard

Is database fully vendor supported?

No

Yes    Notes:

\*Vendor supported is preferred

Does the vendor require the application and Database to reside on same hardware?



No       Yes Notes:

If no, can the application and Database reside together for the test system?

No       Yes Notes:

Are virtual servers supported?

No       Yes Notes:

\*Virtual Servers are the standard

If yes, which Hypervisors?

Hyper-V Notes:                       VMware Notes:

Will any of the following servers be needed?

Test       QA       Train       Not Applicable       Other      Notes:

\*Test environments are the standard

\*QA environments are preferred

**Client Requirements:**

N/A: Web-Based solution

Is the application able to run in a Citrix/Remote Desktop/VDI environment?

No       Yes Notes:

Is Citrix/RDS/VDI fully vendor supported?

No       Yes Notes:

\*Citrix is the standard.

What client operating system will be used?

Windows 7 - What SP?

Windows 10 - What SP?

Other:              What SP?

\*The most current Windows OS is the standard.

What third party software needed?

- A Java add-on is on the client, version #
- Active X add-on on the client
- .NET Framework, version
- Digital certificates (IE based app. or ASP)
- Adobe
- Add-ins for existing applications (IE MS Office, etc.)
- Other



Not Applicable

Will any of the following need to be purchased: PCs, Handheld devices, Laptops, printers, scanners, etc.

Not Applicable

Please explain:

**User Account Control:**

Does the application require users to login?

No       Yes Notes:

Does the application integrate with Active Directory for authentication?

No       Yes Notes:

\*Active Directory is the standard for on-premises applications.

Does the application integrate with Active Directory for user account creation?

No       Yes Notes:

Does the application integrate with Active Directory Federation Services?

No       Yes Notes:

\*ADFS is the standard for hosted solutions.

**Application Info:**

What will be the frequency of updates (i.e. dot (.) or SP)?

What will be the frequency of upgrades (i.e. major releases)?

Is the application licensed per user?  No       Yes Notes:

If yes, are they concurrent licenses?  No       Yes Notes:

Is access to the Internet required for this application?  Yes     No

If yes, please describe what access is needed and how it will be used:



**Information Security****For standard systems:**

In order to appropriately answer the “commensurate” or “adequate” nature of a particular response, the information in the Technical Assessment Pre-Screen should be considered.

Does the system meet City of Waukesha’s technical standards? If not, we cannot ensure the system’s availability, nor can we insure the integrity of the information stored in the system.

Yes  No If NO, please explain:

Is the expected combination of local and vendor support sufficient? This affects availability and integrity. It is important to recognize that vendor size & stability affect the answer to this question, in addition to their contracts, procedures, etc.

Yes  No If NO, please explain:

If the Vendor requires remote access for system support, can it be adequately secured? This might involve one-time passwords, VPN connections, encrypted access, etc. If the vendor requires constant “root” level access, will not allow passwords to be changed regularly, requires “always-on” modem access, etc. the answer is “NO”.

Yes  No

Can adequate system backup & recovery procedures be implemented? This includes the ability to test the restore processes on a “regular” basis.

Yes  No

If the system requires transmission of information to a remote party, can it be adequately protected? (This would include encryption for data transmission, and at rest.)

Yes  No

Does the system provide adequate toolsets for User Identification, Authentication and Access Control? Generally, minimum requirements include a Unique User I.D. for each system user, a password associated with each User I.D., and password complexity allowing a minimum of eight mixed-case alpha and numeric characters (the ability to handle more characters and special characters is preferred). NOTE: If the application is MS Active Directory-aware, it meets our minimum criteria.

Yes  No

**STOP!!** If you answered “No” to any of the above, your project does not meet technical standards. Please consult the IT Director for further guidance.

The City of

# WAUKESHA

Information Technology



Last Updated by: Chris Pofahl

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Updated:01/30/2017

