COOK COUNTY
BUREAU OF
TECHNOLOGY

Offices Under the President

IT Asset Report

Software and Hardware IT Asset Inventory Report

April 17, 2024

Hema Sundaram
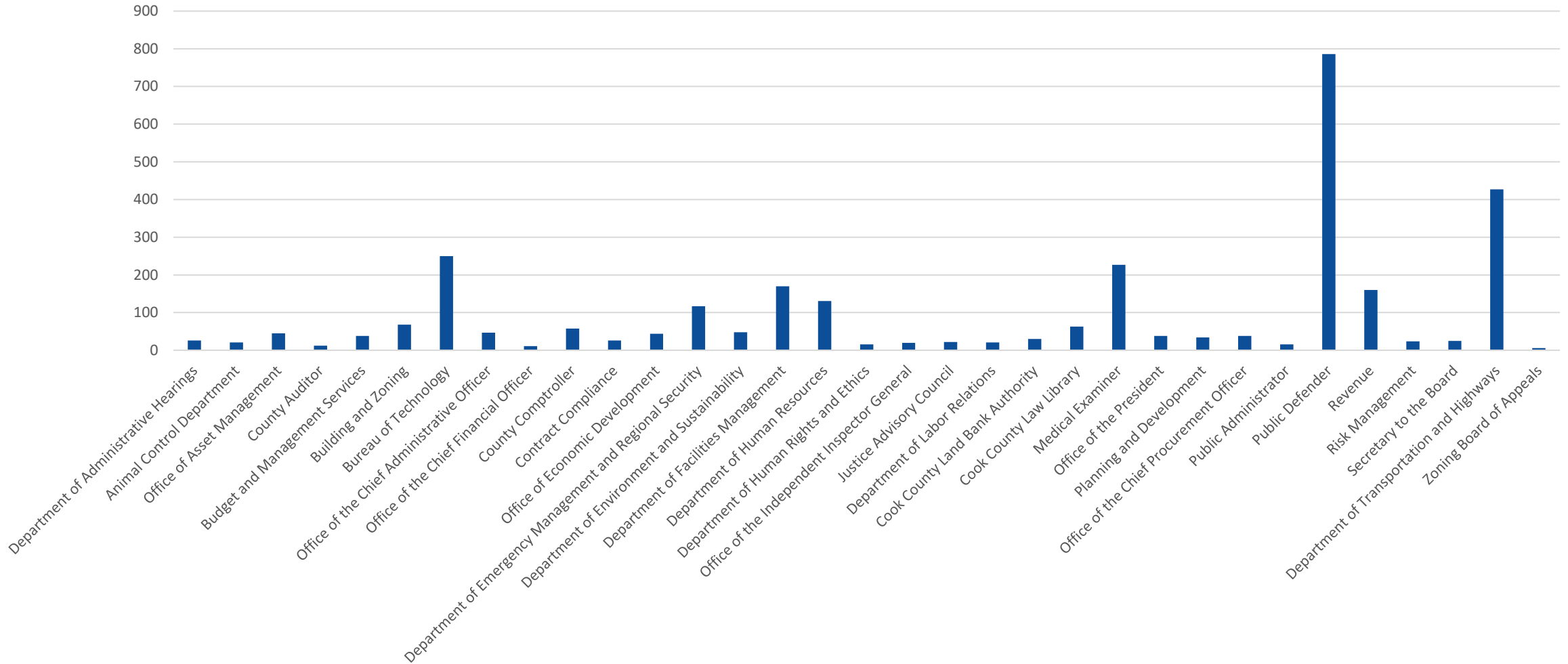Chief Technology Officer

Standards for New Computers

Per the Bureau of Technology, the minimum standards for new computer purchases for Offices Under the President (OUP) include:

- Sixteen gigabits of RAM
- An i5 processor
- A solid-state hard drive

Computer Inventory

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Microsoft

Active - 30 days is the period used to determine active/inactive status, Last log in < 30 days ago = Active, > 30 days = Inactive.

Activation - the process of activating a subscription.

Subscription - authorization to use a specific software title for a specified period; subscriptions may or may not have a cost.
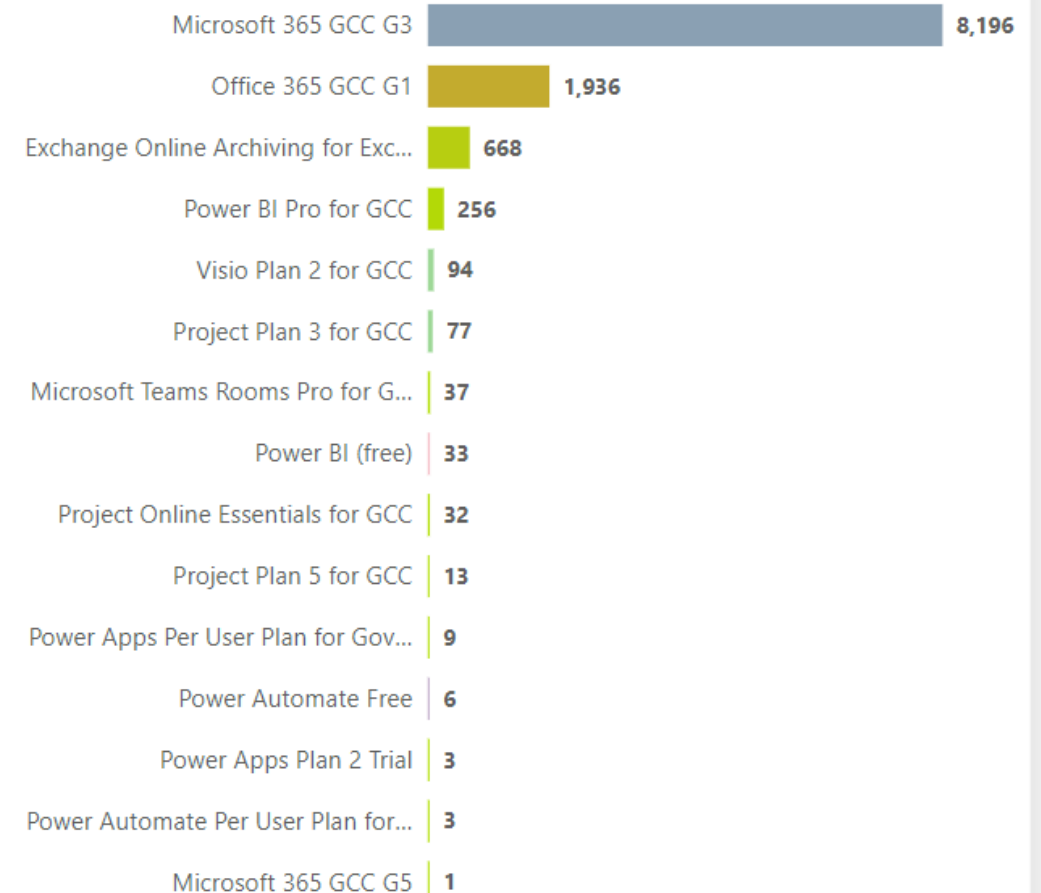
Service - an application that accompanies a particular subscription, such as Teams or Exhange.

User - the individual assigned to an account, typically an employee of the organization.

Downgrade - due to under-utilization of the current subscription, moving from one subscription to another with lower cost and fewer amenities.

Deprovision - redeeming a subscription not being utilized to recoup the cost.

Assigned Subscriptions

Subscription	Count
Microsoft 365 GCC G3	8,196
Office 365 GCC G1	1,936
Exchange Online Archiving for Exc...	668
Power BI Pro for GCC	256
Visio Plan 2 for GCC	94
Project Plan 3 for GCC	77
Microsoft Teams Rooms Pro for G...	37
Power BI (free)	33
Project Online Essentials for GCC	32
Project Plan 5 for GCC	13
Power Apps Per User Plan for Gov...	9
Power Automate Free	6
Power Apps Plan 2 Trial	3
Power Automate Per User Plan for...	3
Microsoft 365 GCC G5	1

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Optimized IT Asset Management: Driving Savings (2018-2023)

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The cumulative savings for 2024 alone amount to $178,601.30.

Efficient Licensing Practices:

- Over the past six years (2018-2023), meticulous management has ensured zero impact on true ups, averting over-assignment of software licenses and demonstrating robust procedural adherence.

Enhanced License Management:

- Introduction of streamlined processes has facilitated precise identification of terminated users with assigned licenses, preventing unnecessary expenditures and refining resource allocation.

Effective Communication Strategies:

- Proactive engagement with office/agency directors guarantees seamless tracking of user transitions, resulting in cost savings and continuous enhancement of onboarding/offboarding protocols.

Strategic Buffer Accumulation:

- Strategic efforts have led to the accumulation of surplus licenses, enabling substantial reductions in renewal requirements and yielding significant financial savings.

Adobe License Savings

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Adobe Creative Suite, Acrobat, PhotoShop, etc.

Reclaimed 159 Adobe Licenses in 2023

Adobe DC Pro, Adobe single apps and Adobe combinations

$20,894.12 in savings through reclaiming licenses

Servers

As of March 2024

	2018	2020	2022	2023	2024
Windows Server 2003	6	0	0	0	0
Windows Server 2008	92	25	22	17	6
Windows Server 2012	242	204	147	99	37
Windows Server 2016	32	180	187	205	134
Windows Server 2019	0	10	69	162	179
Windows Server 2022	0	0	0	3	46

Mobile Devices

Device Type	Count
Basic Cell Phones	597
Data Transmitting Devices	641
MiFi Devices	658
Smart Phones	1465
Tablets	4873
Total	8234