COOK COUNTY BOARD OF REVIEW

Software Asset and Technology Hardware Asset Inventory Report
24-1705

INTRODUCTION AND ASSET STRATEGY

The Cook County Board of Review (BOR) depends on Information Technology Asset Management, including hardware and software, to achieve its strategic objectives. The BOR's IT asset management strategy is a coordinated effort to realize maximum value from IT assets, while focusing on the entire life cycle of assets from their introduction through utilization and final disposal.

The integration of hybrid work, facilitated by suitable hardware and software, has significantly enhanced productivity at the BOR and fosters a better work-life equilibrium for our employees.

The BOR aims to accurately track and manage all IT assets, while ensuring the most cost-effective utilization of these assets and adhering to Cook County regulations.

SOFTWARE INVENTORY ASSESSMENTS

The BOR depends on collaboration and communication tools for appeal processing and operations management. These tools support streamlined interactions among employees, and minimize risks by providing a secure and protected work environment.

Document management technologies facilitate the storage, sharing, and editing of documents. BOR utilizes OnBase and Microsoft OneDrive to manage day-to-day operations and workflows, both software systems are well recognized as prominent document management platforms.

SOFTWARE INVENTORY		
Enterprise Licenses	License Details	Maintenance
Microsoft SQL	4	Annual
Hyland OnBase	330	Annual
Granicus GovQa Digital Public Records	1	Annual

The enterprise software license inventory is measured annually through a true-up process that helps reconcile the assignment of licenses.

HARDWARE INVENTORY ASSESSMENTS

Reliable hardware is required for maintaining a successful hybrid work environment. The BOR requires efficient, scalable hardware that can be configured for maximum security, to protect taxpayer data.

Hardware should possess sufficient processing capacity to efficiently support BOR operations, while also maintaining a reliable and high-speed internet connection.

Per the Bureau of Technology, the minimum standard for new computer purchases for BOR include:

- Sixteen gigabits of RAM

- An i5 processor
- A solid-state hard drive

Hardware is usually obtained through reseller agreements. Cook County presently maintains three hardware agreements with SHI, Insight, and CDW-G. These agreements were acquired through the Request for Proposal (RFP) process and are in full compliance with all regulatory obligations.

HARDWARE INVENTORY	
Item Description	**Item Count**
Laptops	162
Docking Stations	142
Computer Monitors	371
MFPs	6

These counts include some computers that are being prepared for salvage. All counts were self-reported by designees from each section.