

**STATEMENT OF NEED AND FISCAL IMPACT**

A Notice of Proposed Rulemaking Hearing or a Notice of Proposed Rulemaking accompanies this form.

Department of Administrative Services, Enterprise Information Strategy and Policy  
Agency and Division

125

Administrative Rules Chapter Number

In the Matter of: Geographic Information Systems (GIS) Software Standard

Rule Caption: Enterprise Geographic Information Systems (GIS) Software Standard and Non-standard GIS Software Exception Process

Statutory Authority: ORS 291.038

Other Authority:

Stats. Implemented: ORS 291.038

Need for the Rule(s): Adoption of a rule establishing an enterprise-level GIS software standard is needed to enable the most integrated, economic and efficient acquisition, installation and use of GIS software across the agencies of state government. The rule is needed to help agencies understand and assist in achieving enterprise-level purposes including: optimizing the value of the current installed base of software and associated investment in trained expertise; accelerating the range benefits commonly associated with the use of standardized software; improving enterprise-level data and application accessibility through the use of common GIS software deployed across state agencies; enhancing GIS software functionality and interoperability through standardization on a suite of interoperable software applications; and easing the sharing of geospatial data among agencies by establishing a common GIS software infrastructure. The rule is needed to: provide clarifying definitions; define the applicability of the GIS software standard to specific agencies; assign accountability for related processes to the State Chief Information Officer (CIO) or their designee; establish the requirement that all agencies using standard and non-standard GIS software undertake and report to the Department of Administrative Services (DAS) a one-time inventory of that use; except agencies' pre-existing non-standard GIS software use reported in the inventory until certain conditions arise; authorize and define an exception request process for agency use of non-standard GIS software; establish considerations to be weighed by the State CIO in evaluating an exception request; prescribe the content of a written agency request for exception; require agencies to seek exception to the GIS software standard when certain conditions arise including anticipated expanded or new use of non-standard GIS software, and use for research or instructional purposes; authorize a streamlined exception request process when an agency has an urgent need for non-standard use of GIS software; authorize and define a process prompting reconsideration of a denial of an agency exception request; and, require the State CIO report biennially to the Oregon Geographic Information Council regarding the efficacy of the GIS software standard.

Documents Relied Upon, and where they are available: The rule has been developed under the guidance of several state government-wide geospatial and information technology governance bodies. The iterative dialog and decision-making that led to the current rule draft is described in the minutes of each over the last several months. Each governance body is listed below with the Internet site where minutes of the group are available:

- Oregon Geospatial Information Council - [http://www.oregon.gov/DAS/EISPD/GEO/ogic/ogic\\_minutes.shtml](http://www.oregon.gov/DAS/EISPD/GEO/ogic/ogic_minutes.shtml)
- CIO Management Council - [http://www.oregon.gov/DAS/EISPD/cioc\\_materials.shtml](http://www.oregon.gov/DAS/EISPD/cioc_materials.shtml)
- CIO Council - [http://www.oregon.gov/DAS/EISPD/cioc\\_materials.shtml](http://www.oregon.gov/DAS/EISPD/cioc_materials.shtml)

Other information: Oregon GIS Utility Project - "Technology and Data Inventory GAP Analysis Report", <http://www.das.state.or.us/DAS/EISPD/GEO/gisutility.shtml>

Fiscal and Economic Impact, including Statement of Cost of Compliance:

Agencies - The standard suite of geospatial software established by the rule is by far the most widely used across all of the agencies of state government. The rule establishing a GIS software standard provides a streamlined method for agencies to receive an exception for all non-standard software currently in use. Agencies are required to report an inventory of standard and non-standard GIS software to DAS as the initial step in the standard implementation process. That inventory will cause agencies to expend staff resources. It is impossible to determine the cost of that effort though a streamlined semi-automated inventory method is anticipated minimizing cost. Without that inventory reliable future cost projections are not possible. The rule causes agencies to seek an exception for expanded or new use of non-standard GIS software, and for use of non-standard GIS software for research and instructional purposes. The exception process will cause agencies to expend staff resources. It is impossible to determine the actual cost of that effort. However, state agencies have been required to seek State CIO review and approval for the proposed

acquisition of non-standard GIS software since the Statewide IT Investment Review and Approval Policy was adopted in April 2004 - [http://www.oregon.gov/DAS/EISPD/ITIP/docs/ITIRPOLICYv11\\_Final\\_040104.doc](http://www.oregon.gov/DAS/EISPD/ITIP/docs/ITIRPOLICYv11_Final_040104.doc). Therefore, the agency need to expend staff resources in formulating exception process related documents is anticipated to be roughly similar to the need that has existed since April 2004. The exception process considers the business needs of the agency compared with enterprise information resource management objectives and other factors deemed to be relevant to consider by the State CIO. Over time costs to agencies may shift (+/-) but that shift cannot be quantified now. Other than the cost to agencies of conducting the initial inventory and creating subsequent requests for exception to the GIS software standard there is no anticipated fiscal impact (+/-) to agencies as a direct result of the rule. Standardization on one suite of GIS software does open the door to lower costs and streamlined procurement processes for all agencies in the future. That potential cost advantage cannot be calculated at this time.

Small Businesses - The rule does not apply directly to small businesses across Oregon. There is no anticipated direct economic impact on the broad range of small businesses because of the rule. A very small number of small businesses in Oregon sell, license or support non-standard GIS software used by agencies. Any potential economic impact to this very limited number of small businesses is mitigated by an exception process that allows agencies to continue to use existing non-standard GIS software until expanded or new use of non-standard GIS software is anticipated. At that time an exception will be granted when there is sufficient agency business rationale that justifies the new or expanded non-standard GIS software use. So, the economic impact to this very limited number of small business in Oregon is projected to remain negligible as long as agencies continue to require non-standard GIS software and agency business rationale is sufficient to support that conclusion. As stated above, state agencies have been required to seek State CIO review and approval for the proposed acquisition of non-standard GIS software since the Statewide IT Investment Review and Approval Policy was adopted in April 2004. The impact of this rule to small businesses is anticipated to be roughly similar to the impact that may have been felt since April 2004. DAS is not aware that any such impact occurred.

How were small businesses involved in the development of this rule? Due to the limited direct impact of this rule on small businesses across Oregon their input, as a group, was not formally solicited in the development of the rule. Informal notification and discussion of the intent to adopt this rule was undertaken at regional meetings and conferences related to GIS (including the 2007 GIS-In-Action Conference). During the rule development effort, DAS staff were contacted by one Oregon small business that sells, licenses or supports non-standard GIS software used by agencies and considered the issues and potential impacts identified by that business..

Administrative Rule Advisory Committee consulted?: No. An Administrative Rule Advisory Committee was not formed.

If not, why?: The rule has been crafted under the guidance and with the support of: the Oregon Geographic Information Council (OGIC), the OGIC Policy Advisory Committee, the state's CIO Management Council and the state's full CIO Council. These groups represent a comprehensive cross section of agency business and information technology leaders, as well as those who are directly responsible for the creation and maintenance of geospatial information systems and data. Many stages of rule concept development occurred over several months with input and guidance by these groups at each stage. A rule advisory committee would likely be comprised of the same stakeholders as those who have already contributed heavily over a long period of time. For these reasons an additional rule advisory committee was seen as an unnecessary and redundant step in the rule development process.

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Signature

Printed name

Date

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