<div align="center">**Direction to Develop Template**</div>

Issue Title: Tableau Server Multi-Bureau Platform

Council member(s) Issuing Direction: Mayor Wheeler

Bureau(s) Directed: Bureau of Technology Services

Issue Overview and Desired Goal/Outcome(s): The Bureau of Technology Services is directed to develop a decision package proposal to create a single, shared Tableau Server platform for bureaus that are existing users of Tableau software for data and analytics and visualization. The Tableau Server platform will provide greater data security, real-time updates for dashboards, and increase efficiencies for analysts using the software.

The City of Portland already has broad adoption of Tableau software to support data analysis and data visualization. As of December 2019, over 14 bureaus own 69 Desktop/Creator licenses, which are used to produce content. Three bureaus, including the Parks Bureau, Police Bureau, and PBOT each utilize a bureau-specific instance of a sharing platform (Tableau Server or Tableau Online). These bureaus collectively use over 100 Viewer licenses, which are intended for end-users of dashboards and visualizations. This service should enable bureaus currently using a siloed instance of Tableau Online to consolidate into one cross-bureau platform.

Ultimately, a multi-bureau Tableau Server platform will support more effective use of data in decision-making by enabling sharing and updating of dashboards and data visualization between analysts and decision-makers in bureaus and at City hall.

An increasing number of the City's Tableau use cases depend on cross-bureau use. Several examples that could be immediately launched with a shared platform include:

1. Secure sharing of HR analytics (recruitment and hiring timelines, employee advancement, diversity) from BHR to bureau directors and managers.
2. Dashboards to support more effective monitoring of program budget-to-actuals by bureau business operations and program managers throughout the year.
3. Real-time performance dashboard to track priority areas such as public safety, housing and homelessness, and resident mobility. Tableau Server would enable transactional, daily, and weekly information to be shared with Council and public audiences.

Funding Options: The cost of this proposal includes 1) software costs for any additional Tableau licenses added by participating bureaus, and 2) implementation costs for BTS to establish the server and provide account maintenance for bureaus using Tableau. Funding sources may include:

- Software costs may be appropriately paid by customer bureaus seeking the increased use of the software out of existing bureau budgeted resources.
- General Fund one-time resources may be appropriate to support cost of server implementation and account set-up, reflecting the Citywide benefit of increased inter-bureau collaboration and more effective use of data in decision-making that depend on a multi-bureau shared platform. If BTS will not be providing additional services to existing Tableau users beyond provision and administration of the server and account maintenance, implementation of the shared platform may be set up as a project managed by the BTS PMO. Initial server system integration requirements may be performed by contracted labor or a vendor and supported by one-time resources.
- EBS reserves.