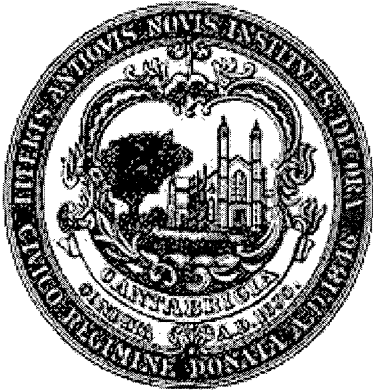




CITY OF CAMBRIDGE YEAR 2000 (Y2K)

STATEMENT

The City of Cambridge has been engaged in Y2K planning for almost two years. All city departments are involved, especially, but not solely, the public safety-related agencies and the Management Information Systems Departments. We have used inventory, testing, vendor-certification, and other techniques to assure that mission-critical computer applications and computer-driven equipment will function smoothly into the year 2000. We are also involved in planning with our utilities and major private companies to assure ourselves and the residents of Cambridge that normal services will continue uninterrupted.

At the present time, based on much hard work to date, we have a high-level of confidence that mission critical systems will smoothly transition without interruption and that all essential services will be provided. However, continued testing and remediation work needs to be done and we are staying abreast of vendors and utilities working on Y2K readiness. We have already identified and replaced or updated many systems that were not Y2K compliant and may have failed. Our overall plan is to have full Y2K compliance by July 1, 1999.

Comments? Questions? Please e-mail the [WebMaster](#).

Wednesday, 13-Jan-1999 10:49:45 EST

Y2K Web Sites

Federal Emergency Management Agency (FEMA)

www.fema.gov/y2k/

Public Technology Incorporated (PTI)

www.pti.nw.dc.us/y2k/index.html

Canadian Center for Emergency Preparedness (CCEP)

www.ccep.ca/index.html

Dealing with the Year 2000 Problem

<http://www.davislogic.com/impact.htm>

State Water Resources Control Board

www.swrcb.ca.gov/y2k/html/links.html

Y2K Municipal Contingency Planning

www.angelfire.com/mn/inforest/capersj989.html

Westergaard Year 2000

www.y2ktimebomb.com

Small Business Administration

www.sba.gov/y2k/

Year 2000 High-Level Impacts

www.state.de.us/ois/y2000/impacts.htm

City Y2K Preparations

- Assessment Status Report
- Review Remediation Efforts and Plans
- Conduct EOC Drill(s) (Worst Case Scenarios)
- Finalize Testing Schedule (SUMMER!!)
- Coordinate with Utilities, Universities, MBTA, State, Large Businesses
- Plan for Managing the City from 12/31-1/1

Assessment Tips

- Re-check Inventory Spreadsheets (only 11 in)
- Go to Web Sites with Make and Model numbers and check compliance status
- Submit Spreadsheet no later than 3/5/99 to MIS
- Don't forget Embedded Systems!!
- Don't forget Outside Vendor systems that impact your department

“Embedded” Systems

- Check anything electronic that has a microchip/controller or is programmable
- See Handout for complete list
- Key embedded systems:
 - Security Controls, Access, Timestamps
 - HVAC controls, Elevators
 - Gas pumps, automatic lighting
 - PBX Phone systems

Status of Main City Systems

- Vax to Alpha Migration
- New Financial System
- Other Systems

City PC Issues

- MIS Supports PC's
 - New Systems with NT and Office 97
 - Older systems
- Public Safety PC's
 - Conversion to Win97, Office 2000 planned
 - Checking PC's with YMARK 2000 program
- School PC's

Public Safety Key Systems Status

9 1 1	B e l l A t l a n t i c t e s t i n g	P l a n n e d C o m p l i a n t b y J u l y
C A D	U p g r a d i n g S e r v e r	P l a n n e d J u n e c o m p l i a n c e
C i t y R a d i o	C o m p l i a n t	M i n o r C h a n g e s i n J u n e
F i r e A p p a r a t u s C e n t r e x	C o m p l i a n t	T e s t i n g
S w i t c h b o a r d s	B e l l A t l a n t i c t e s t i n g R e p l a c e m e n t P r o c u r e m e n t U n d e r w a y	P l a n n e d J u l y C o m p l i a n c e

Remediation Efforts

- Focus on Mission Critical Systems
- Plan to Test all Key Systems!
- Should complete testing by July!
- Consider outside dependencies
- E-mail Y2K Coordinator's Name, Phone, and E-mail address to gfosque@ps.ci.cambridge.ma.us

Public Announcements

- Y2K Statement on City Web Page
- Publish Y2K Status Report
- Consider Small Businesses Plan
- Security Director Coordination
- Individual and Family Preparations Information

New Years Eve Operations

Consider the Context

- Boston expects 2,000,000 people to be in the downtown area!
- MBTA Red Line Trains will be running underground our city with latecomers going into Boston
- We may have a snowstorm and it probably will be cold (HVAC systems need to work)
- more...

Some Potential Issues

- Telephone Problems
- Burglar and Fire Alarm Panels (not all are Y2K compliant)
- Traffic Signals (a few may create problems)
- Calls from Worried Citizens
- Other:

Staffing for 12/31/99

- Finalize Police and Fire Staffing Plan
- ECC to have extra personnel
- All generators checked and ready with sufficient fuel
- Staffing other functions
- ID Key People that need to work at midnight
- Let them know so they can schedule appropriately

Contingency Planning

- Coordinate with CommEnergy and Bell Atlantic
 - MBTA
 - University PD's and Business Security Directors
 - Water Supply
- Planning Steps
- MEMA and Boston meetings on Y2K
 - City Y2K Operations Planning
 - Drill
 - other



CITY OF CAMBRIDGE
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TEL 349-4300
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EXECUTIVE DEPARTMENT
ROBERT W. HEALY
City Manager

RICHARD C. ROSSI
Deputy City Manager

March 25, 1999

TO: D. Margaret Drury
City Clerk

FROM: Robert W. Healy
City Manager

SUBJECT: Awaiting Report Item No. 2, Report on the Effects of the Year 2000

When members of the City Council were preparing to travel to the National Leagues of Cities Conference in Washington (March 4-9, 1999), I was asked to prepare a packet of information for each member on various issues effecting the City of Cambridge to take with them to the Conference.

Those packets contained information on the effect of the year 2000, a copy of which is attached. Based on the materials already given to the Council, I am removing Awaiting Report Item No. 2, dated 12/14/98, which requested this same report, from the Awaiting Report List.

1999 MAR 25 P 4:28
CITY OF CAMBRIDGE
CLERK'S OFFICE

S-2068

Awaiting Report Item #2 regarding a
report on the Effects of the Year
2000.

March 25, 1999

~~S-2068~~