



# The Halifax Group

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The Halifax Group is a multi-service Information Technology (IT) Management consulting company. Since 1988 we have consistently delivered high quality solutions to our customers in government and several industry sectors.

We take pride in our ability to partner with our customers, allowing them to focus on the mainstay of their businesses, while we look after their information technology issues.

The Halifax Group is an IT solution provider, offering a single or all of the following professional services to satisfy client requirements.

***Project Management Services*** – To provide methods, tools, and discipline to the planning and control of medium to large scale IT projects.

***Technical Architecture Services*** – To design and support efficient technology platforms using state-of-the-art components.

***Software Development Services*** – To build software products and custom-built software solutions, using state-of-the-art development tools and techniques.

***Management Consulting Services*** – To support Program Sponsors and large scale IT Project Managers to achieve appropriate approvals and funding necessary to advance.

***Training Solutions*** – To provide a systematic approach to developing training requirements and materials, customized learning strategies and e-learning solutions.

***Procurement Management*** – To help organizations buy goods and services that meet specified standards at the most effective cost.

***Desktop Baseline Management*** – To provide the tools and expertise to plan and control large networks and desktop baselines.

***Health Care Solutions*** – Complete consulting, procurement, project management, implementation and support services for Health Care solutions.

***Covert Operations Management System*** – A secure integrated informant management system that meets the demand of today's Policing Model of Integration and Interoperability.

For more information please contact [info@halifaxgroup.com](mailto:info@halifaxgroup.com) or call 613-230-3337



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## **Project Management Services**

The Halifax Group provides customers with the skills and techniques necessary to implement effective project control. Typically we are involved from initial planning through full implementation. Often we establish a project control office (PCO) to serve as the “construction site managers” on behalf of our clients, controlling the sequence of activities, the entry and exit of contractors, quality of deliverables, the schedule and the budget. Our customers have more time to carry on with their primary functions, knowing that their information technology project is controlled by professional project managers, hired to service their interests.

### **Project Management services include:**

- Development of Work Breakdown Structures,
- Planning, Costing and Forecasting,
- Task and Schedule Management,
- Integration Management and Scope Management,
- Configuration Management,
- Performance Management,
- Quality Management,
- Human Resource Management,
- Information and Communications Management,
- Risk and Issue Management,
- 3<sup>rd</sup> Party / Vendor / Contractor Management.

## **Technical Architecture Services**

The Halifax Group can help any organization deal with technology issues. The technical architecture is the composite of all of the technologies which provide the operating platform for the business applications, including such items as operating systems, middle-ware, networks, routers, data base management systems, firewalls, servers, etc., all of which must interconnect perfectly to support day-to-day operations.

### **Systems Engineering Services include:**

- Security Assessments,
- Performance / Capacity Assessments,
- Design,
- Specifications,
- Data Communications,
- Troubleshooting,
- Data Base Design and Implementation,
- Network Architecture Management.



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## **Management Consulting**

Successful organizations have a clear strategic vision, focused core competencies, and accountabilities, resources and leadership that are fully aligned with achieving results. The Halifax Group offers a comprehensive range of bilingual services to support executives and managers in leading their organizations to success.

### **Management Consulting services include:**

- Business vision development,
- Core competency definition,
- Strategic and business planning, and business case development,
- Organizational design and development,
- Risk management,
- Strategic resourcing,
- Service delivery analysis and review,
- Management review and internal audit,
- Strategic communications,
- Policy development, analysis and implementation.

## **Software Development**

Often, generic and broad industry application solutions do not fully meet the specific needs of specialized organizations. The Halifax Group builds, implements and supports software applications which are unique to each customer.

### **Software Development Services include:**

- Requirements Definitions,
- Software/Hardware/Security Platform Architectures,
- Programming and Unit Testing,
- System Verifications,
- Legacy System Migration with Data Conversion,
- Quality Assurance and Configuration Management,
- User Training,
- System Installation and Rollout,
- System Maintenance and Enhancements.



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## **Training Services**

Timely access to information is critical to the success and security of any organizations. As the tools to access this information and the nature of the information itself changes, providing effective training becomes essential. The Halifax Group's training service help clients successfully provide today's work force with the proper tools and training to meet current and changing information needs. We offer the complete range of bilingual services necessary to assist you in the design, development and implementation of customized training and e-learning solutions.

### **Training services include:**

- Learning Strategy Development
- Curriculum Planning & Design
- Custom Content Development
- Training Delivery, including traditional classroom based, e-learning and distance education

## **Procurement Management**

The Halifax Group's Procurement Management services help clients adhere to policies, budgets and guidelines for the appropriate acquisition of services, products and material as and when required to meet project schedules. As an active member of the vendor community we bring a perspective to the productions of procurement documents which is welcomed by suppliers, resulting in clear and concise responses for our clients to evaluate.

### **Procurement services include:**

- Procurement Strategy and Methodology Selection,
- Industry Briefing Preparation and Industry Consultation,
- Request for Proposal (RFP) Development
- RFP Post Release Q & A and Amendment Management,
- Proposal Evaluation Assistance,
- Contract Negotiation Assistance,
- Debriefing of Unsuccessful Bidders,
- Ongoing Contractor Relationship Management



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## **Health Care Solutions**

To provide Mental Health and Addictions point of service solutions focusing on patient centered care including secure electronic records management.

The Halifax Group provides Mental Health and Addictions point of service solutions focusing on patient centered care including secure electronic records management. These solutions improve outcomes and efficiency in large and small organizations.

### **Health Care Solutions include:**

- Implementation of specialized Electronic Medical Record systems for all levels of Mental Health and Addictions (MH &A) organizations,
- Turnkey implementation of well proven, scalable and interoperable Electronic Management Records (EMR) systems,
- Custom design and implementation of EMR systems for organizations with special requirements,
- Specialized MH&A software products.

## **Strategic Communications and Advisory Services**

To provide strategic advisory services to senior levels of the Provincial and Federal Governments.

The Halifax Group provides strategic advisory services to senior levels of the Provincial and Federal Governments. Recent consultations include Crisis Management for H1N1 and Media Advisory Services for G8/G20 Summits.

### **Strategic Communications and Advisory Services include:**

- Capacity development: Governance, Accountability and Change Communications,
- Communications planning and media relations: Issue/Crisis Management,
- Consultation and Engagement Strategies,
- Speech Writing, Cabinet Memoranda and Reports,
- Change Management and Organizational Reviews.



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## **Desktop Baseline Management Division**

Desktop Baseline Management is ensuring that the software operating on the organization's desktop is completely under the control of the organization. Using commercial products, custom built software and proprietary methods, The Halifax Group has managed as many as 60,000 desktops for a single customer, maintaining a consistent baseline for the organization as a whole, while allowing different divisions throughout the world, to operate applications specific to their needs – all from a central control point.

### **Services offered by the Desktop Baseline Management Division include:**

- Desktop and Server Monitoring,
- Change and Configuration Management,
- Release Management,
- Software Distribution server management in support of Release Management,
- Service Desk, including the provision of 24/7 on-call support,
- Incident and Problem Management,
- Life Cycle Product Support,
- Server and Workstation monitoring to provide positive acknowledgment that patches have been applied,
- Procurement,
- Network hardware and software support (Installation, configuration and maintenance),
- Application configuration management, delivery, and installation.