

**Agency IT Strategic Plan** (Form) / **194 DGS FY ITSP Biennium FY14-16**(Item) / **Today** (Data as of: Feb 1, 2016)Form Report, printed by: Truman, Cheryl, **Feb 1, 2016****IT SUMMARY**

<b>General Information</b>		
<b>Item Name:</b>	194 DGS FY ITSP Biennium FY14-16	<i>Choose the CTP-prepared Agency ITSP item for the appropriate biennium</i>
<b>Home Portfolio:</b>	194 DGS IT Strategic Plans	<i>Choose your Agency Portfolio for ITSP</i>
<b>ITSP Biennium:</b>	FY14-16	
<b>Proponent Secretary:</b>	180 Secretary of Administration	
<b>Proponent Agency:</b>	194 Department of General Services	
<b>Submitted by:</b>	Administrator, System	
<b>Agency has BRTs or Investments:</b>	Yes	
<b>Has CETR been updated?</b>	Yes	
<b>Date Submitted:</b>		
<b>For additional CETR information, secure link address or CETR access request go to the following VITA website:</b>		
<b><a href="http://www.vita.virginia.gov/oversight/default.aspx?id=349">http://www.vita.virginia.gov/oversight/default.aspx?id=349</a></b>		

**About the IT Summary**

**The purpose of the agency IT Strategic Plan is to establish an agency-wide vision and priorities for agency investments in IT and IT operations so that they promote the achievement of agency's mission and business outcomes. The IT Plan Summary describes how agency IT strategies, goals, and objectives align with the mission, vision, values, and daily operations identified in the Agency Strategic Plan. This IT Plan Summary identifies the implications outlined in the Agency Strategic Plan and integrates them into implementable objectives and directives.**

**Current Operational IT Investments**

*In this section, describe the high-level strategy the agency will use to manage existing operational IT investments over the next year to 6 years. This section should align with identified Business Requirements for Existing Technology (BReTs). At minimum, please address the following questions in your description of your agency's strategy for managing existing operational IT investments:*

- *Are there existing IT investments that will require additional funding over the next year to 6 years, such as license renewals, re-competition of current IT contracts, or system enhancements required by the Agency Strategic Plan?*
- *If there are systems that will no longer support the agency's business needs, either through poor performance or excessive cost, how does IT leadership in the agency plan to address the issues?*
- *If the agency does not have the staff or funding to meet increasing demand for IT services, how will IT leadership fulfill the requests?*

The Department of General Services (DGS) Information Systems & Services (ISS) Division provides and utilizes technologies that enable the agency to offer a broad spectrum of services to citizens, partner agencies and businesses throughout the Commonwealth. Where practical, DGS is exploring options for implementing technology that enables web-based and self-directed services. The ISS team is responsible for developing specialized internal support systems and implementing and developing applications and processes that support a diversity of business needs. Currently DGS utilizes over 80 internal applications. The standard development platform is .NET with an Oracle or SQL Server back-end. Most of the agency's IT infrastructure is provided by the Virginia Information Technology Agency/Northrop Grumman (VITA/NG). However, DGS ISS supports the agency managed infrastructure used by the State Laboratory and the Building Automation Systems used by the Division of Engineering and Buildings. In addition, DGS owns and ISS supports the fiber backbone for the Capitol Complex, with VITA being one of its largest customers.

DGS intends to procure, renew and maintain contracts with all DGS software, hardware and infrastructure vendors to facilitate licensing, staff development and training, business continuity and maintenance and operational support of our technology environment.

DGS applications that support the agency's core business functions and related performance measures include:

- eVA - Is the Commonwealth's online system for electronic procurement of goods and services. This web-based vendor registration and purchasing system allows state agencies, colleges, universities and many local governments to conduct all purchasing and sourcing activities for goods and services.
- LIMS - Is the laboratory information management system used by the Division of Consolidated Laboratory Services to process and report results for newborn, clinical, environmental and all hazard samples and to monitor compliance with the State's lab certification program. The LIMS is deemed mission critical to the Commonwealth's emergency response capabilities. It is configured for 24/7 high availability and uses nationally adopted data standards and coded vocabularies to facilitate structured-based data exchange. All LIMS modules are being upgraded to a newer release.
- Rhapsody - Is used as the data integration engine for the LIMS and facilitates the daily exchange of lab orders and results with state and federal partners, with future plans to exchange data with hospitals, physicians and law enforcement.
- IREMS - Is the commercial off-the-shelf product used by the Division of Real Estate Services for managing the Commonwealth's broad portfolio of real estate data. This application tracks the Commonwealth's real estate assets (deeds, land and buildings), leases and transactions.
- AIM - Is the facility maintenance application used by Bureau of Facilities Management to capture and track work order information related to facility maintenance, repairs and equipment upgrades, including building tenant service requests and ongoing preventive maintenance for properties in the metropolitan Richmond area.
- BITS - Is the web-based system used by Bureau of Capital Outlay Management to track building information. This application is used to track construction permits, change orders, inspections and issuance of building and occupancy permits for Commonwealth funded construction projects.
- CAPS - Is the capitol area parking system used by Parking Services to track and manage the usage of state owned/operated parking facilities.
- FEDSURP - Is the inventory and reporting system used by State Surplus to track Federal Surplus Property.
- FASTER - Is the automobile fleet management system that is used by Fleet Management to track vehicle inventory, repairs and maintenance. Currently the fleet has approximately 4,000 passenger-type vehicles. More than 175 state agencies and institutions utilize these vehicles for official state business. This application is currently being upgraded.
- VALS - Is used by the Virginia Distribution Center to maintain information on high-quality products used by state agencies, universities and colleges, mental health and correctional institutions, and political sub-divisions.
- PeopleSoft Financials – Is used by Fiscal Services to maintain DGS financial activities. We are currently in the process of integrating DGS PeopleSoft Financials with eVA.

**Factors Impacting the Current IT**

*In this section, the agency will describe the changes in their business environment that will require or mandate changes to the agency's current IT investments. These are requirements and mandates from external sources, such as other agencies or business partners, the agency's customer base, product and service providers, or new federal or state legislation or regulations. Each requirement or mandate from an external source must have a corresponding Business Requirement for New Technology (BRnT) or Business Requirement for Existing Technology (BReT) entered into the CTP. The agency must identify the business value of the change, any important deadlines that must be met, and the consequences if the deadlines are not met. In your discussion, be sure to note whether the proposed enhancements are funded or not.*

*If the agency's existing current IT investments will not need enhancement due to requirements or mandates from external sources in the foreseeable future, the agency should enter the following text rather than leave the Factors Impacting the Current IT section blank.*

• *For each mandated change, summarize your agency's response from your Agency Strategic Plan, and is it the opinion of agency IT leadership that the IT portion of the response is adequately funded?*

• *Do the mandated changes effect IT in other Commonwealth agencies, or in other states? If so, how?*

Due to the diversity of services provided by DGS, agency technology needs are driven by the business, real-world events, federal and State laws and regulatory compliance requirements. As priorities shift and circumstances warrant, DGS ISS staff must be poised to respond to these changes, including state and nationally declared emergencies of a natural, biological, chemical, or man-made nature. Additionally events such as enterovirus and/or ebola outbreaks result in significant disruption to daily operations and can prompt time-sensitive changes to our most mission critical applications and the underlying infrastructure.

The attractiveness of state employment for technology workers is diminishing and the retention of key IT staff remains a concern. Tightened budgets have impeded our ability to compete with private sector salaries for like jobs. Training dollars for technical staff have been reduced or eliminated. Opportunities for knowledge/skills advancement and professional development are limited. Several positions within ISS are eligible for retirement in the next few years. A plan is needed to ensure continuity of operations in mission critical areas to ensure key institutional knowledge is transferred.

Due to lack of available and sustainable funding for State Health IT initiatives, DGS withdrew its membership from the eHHR Program Oversight Committee. DGS will revisit this decision, if future funding becomes available.

The scheduling and completing of DGS projects are heavily impacted by the outsourcing of infrastructure with VITA/NG. Agency, application vendor and VITA/NG technology roadmaps are often not in-synch. High infrastructure costs can make it prohibitive to invest in planned and new technology initiatives. Vendor hosting options are often explored as an alternative, as infrastructure delivery is often delayed by months and years. The inability to quickly respond to the agency's changing technology environment has resulted in lost opportunities to leverage grant and other funding sources to cover start-up and non-recurring cost of critical infrastructure. The need to support VITA/NG activities is impacting our resource planning and we are concerned of this inability to handle responsibilities without additional resources.

As a result of revenue shortfalls in the Commonwealth, agency budget cuts make it challenging to sustain existing and/or implement new and enhanced technologies at DGS.

### Proposed IT Solutions

*In this section, describe the high-level strategy the agency will use to initiate new IT investments over the next year to 6 years in support of the agency strategic objectives documented in your Agency Strategic Plan. The agency does not need to consider specific technologies at this time, however, the strategy should identify how the IT implementation will provide business value to the organization. This section should align with identified Business Requirements for New Technology (BRnTs). At minimum, please address the following questions in your description of your agency's strategy for initiating new IT investments:*

- *What are the most important solutions, based on the priority assigned to the requirements by the business sponsors in your agency, and what is the approach to achieving these priority solutions?*
- *If any new IT initiatives will be started in the upcoming budget biennium, is it the opinion of agency IT leadership that it is adequately funded?*
- *Does the agency's current IT staff have the appropriate skill set needed to support future agency technologies? If not, what skill sets need to be acquired?*
- *If the agency will be engaged in multiple new IT initiatives, how will agency IT staff and agency subject matter experts be used across the initiatives?*

In compliance with code mandated standards, DGS will continue to provide eVA as the authoritative source for Procurement Vendor data for the Commonwealth and all Commonwealth applications. DGS will partner with the Department of Accounts (DOA) to deploy a consolidated Cardinal vendor file to state agencies and institutions as the official data source for all Commonwealth vendors.

A FY2016 Appropriation Act requires DGS and DOA to develop an implementation timetable, scope, and cost for real time integration between eVA and the statewide financial management system (Cardinal), with the objective that the integration be completed within one year of the Cardinal Wave 2 rollout.

Additionally DGS will replace its current interface between PeopleSoft Financials and CARS, with multiple interfaces to the Commonwealth's new enterprise accounting system (Cardinal).

ISS is upgrading the core LIMS systems, which is comprised of 8 modules. The COTS vendor's technology roadmap requires the lab to move from client-server architecture to web-based architecture. This migration includes upgrading the development (DEV), quality assurance (QA), user acceptance (UAT), and production environments, limited data conversion, business process re-engineering (BPR) of current lab workflows and re-work of data exchange procedures due to the new data model.

ISS will establish an electronic standards-based exchange with six national providers who administer proficiency test studies for contract environmental laboratories. This process efficiency will reduce the lab's data entry efforts, improve data quality and enhance the lab's ability to rapidly identify non-compliant labs, whose testing procedures can place the Commonwealth's drinking water at risk.

DGS intends to procure a replacement COTS application for IREMS, which is the current real estate management application.

A FY2015 Appropriation Act requires that DGS, DOA and DOT, evaluate options for improving the efficiency and accuracy of the Commonwealth's current method of collecting and maintaining state property data. Consolidation of state property management information systems into a centralized information system solution is goal if cost effective.

DGS will be replacing CAPS with AIMS, which is a COTS product. The new system will reduce the paper flow by providing agency coordinators with web access to AIMS. AIMS will allow agency coordinators to manage their space allocations and parker information; although Parking Services has the ultimate responsibility for the allocations.

As DGS continues to expand the use of SharePoint across the business units, there are business requirements that will need to be addressed via custom coding and/or workflows in SharePoint.

The current resource scheduler application, which handles conference room reservations and resource scheduling, is being evaluated for potential replacement due to functional limitations.

The Central Procurement Unit is investigating alternatives for a contract management solution to enhance their current business processes.

Office of Surplus Property Management would like to replace its legacy inventory tracking system with a new and enhanced system.

ISS is currently working with the Office of Fleet Management to investigate viable alternatives to its current fleet management system.

**Report Title: Strategic Plan**

Agency: Department of General Services

Date: 1/14/2016

**Current IT Services**

Category	Costs Year 1		Costs Year 2	
	GF	NGF	GF	NGF
Projected Service Fees	\$2,081,339	\$1,356,573	\$2,133,372	\$1,390,487
VITA Infrastructure Changes	\$0	\$0	\$0	\$0
Estimated VITA Infrastructure	\$2,081,339	\$1,356,573	\$2,133,372	\$1,390,487
Specialized Infrastructure	\$0	\$520,310	\$0	\$520,310
Agency IT Staff	\$3,012,661	\$1,307,124	\$3,018,161	\$1,313,624
Non-agency IT Staff	\$94,309	\$349,948	\$108,455	\$367,445
Cloud Computing Service	\$0	\$0	\$0	\$0
Other Application Costs	\$386,504	\$311,000	\$394,500	\$327,000
<b>Total</b>	<b>\$5,574,813</b>	<b>\$3,844,955</b>	<b>\$5,654,488</b>	<b>\$3,918,866</b>

**Proposed IT Investments**

Category	Costs Year 1		Costs Year 2	
	GF	NGF	GF	NGF
Major IT Projects	\$104,362	\$769,038	\$191,331	\$661,872
Non-Major IT Projects	\$250,000	\$250,000	\$0	\$0
Agency-Level IT Projects	\$46,500	\$16,500	\$46,500	\$16,500
Major Stand Alone IT Procurements	\$0	\$0	\$0	\$0
Non-Major Stand Alone IT Procurements	\$0	\$0	\$0	\$0
Agency-Level Stand Alone IT Procurements	\$147,800	\$0	\$175,060	\$0
<b>Total</b>	<b>\$548,662</b>	<b>\$1,035,538</b>	<b>\$412,891</b>	<b>\$678,372</b>

**Projected Total IT Budget**

Category	Costs Year 1		Costs Year 2		Total Costs
	GF	NGF	GF	NGF	
Current IT Services	\$5,574,813	\$3,844,955	\$5,654,488	\$3,918,866	\$18,993,122
Proposed IT Investments	\$548,662	\$1,035,538	\$412,891	\$678,372	\$2,675,464
<b>Total</b>	<b>\$6,123,475</b>	<b>\$4,880,493</b>	<b>\$6,067,379</b>	<b>\$4,597,238</b>	<b>\$21,668,586</b>

**Report Title: Business Requirements For Technology****Agency:** Department of General Services (DGS)**Date:** 1/14/2016**BRET - DCLS Annual Maintenance and Support - Orion Health Systems****BRT Type:** Business Requirement for Existing Technology**Date Submitted:** 3/3/2015**Mandate:** No**Mission Critical:** Yes**Description:**

This BRET is to renew the annual maintenance and support agreement with Orion Health Systems for the Rhapsody and Symphonia Mapping Tools used by the Division of Consolidated Laboratory Services fro secure data exchange with other public health partners.

**BRET - DCLS Annual Maintenance and Support for v9 LIMS****BRT Type:** Business Requirement for Existing Technology**Date Submitted:** 3/3/2015**Mandate:** No**Mission Critical:** Yes**Description:**

This BRET is to renew the annual maintenance and support agreement with Abbott Informatics for the Laboratory Information Management System (LIMS) used by the Division of Consolidated Laboratory Services. The LIMS application is deemed mission critical to agency and the Commonwealth and therefore requires 24/7 vendor support.

**BRET - DCLS Data Exchange with Environmental Labs PT Providers****BRT Type:** Business Requirement for Existing Technology**Date Submitted:** 4/24/2015**Mandate:** No**Mission Critical:** No**Description:**

Establish an electronic standards-based exchange with six national providers who administer proficiency test studies for contract environmental laboratories using Orion Rhapsody as the data integration engine/message broker and the Lab Certificaiton LIMS.

**BRET - DCLS LIMS Contract Renewal****BRT Type:** Business Requirement for Existing Technology**Date Submitted:** 11/17/2014**Mandate:** No**Mission Critical:** Yes**Description:**

Establish a replacement contract with Abbott Informatics to ensure ongoing maintenance and support for the Division of Consolidated Laboratory Services' laboratory information management system known as SUNRISE.

**BRET - DCLS LIMS v10 Upgrade****BRT Type:** Business Requirement for New Technology**Date Submitted:** 9/22/2014**Mandate:****Mission Critical:****Description:**

ISS is upgrading the core LIMS systems, which is comprised of 8 modules. The COTS vendor's technology roadmap requires the lab to move from client server architecture to web based architecture.

**BReT DGS SharePoint Enhancements****BRT Type:** Business Requirement for Existing Technology**Date Submitted:** 4/14/2015**Mandate:** No**Mission Critical:** No**Description:**

As DGS continues to expand the use of SharePoint across the business units there will be potential business requirements that will need to be addressed via custom coding and/or workflows in SharePoint. Some identified potential requirements that can be built in Sharepoint:

1. The ability to expand calendaring to our COV and non-COV tenants to manage meeting room scheduling. The ability to open up the calendars to public for requesting meeting room reservations.
2. Connect Agency applications to Agency document management system and expand the collaborative document sharing environment.

**BRET-DGS PS Financials and Cardinal Interfaces****BRT Type:** Business Requirement for Existing Technology**Date Submitted:** 4/7/2015**Mandate:** Yes**Mission Critical:** No**Description:**

DGS will replace its current interface between PeopleSoft Financials and CARS, with multiple interfaces to the Commonwealth's new enterprise accounting system (Cardinal).

**BRnT - Integration between eVA and Cardinal****BRT Type:** Business Requirement for New Technology**Date Submitted:** 4/23/2015**Mandate:** Yes**Mission Critical:** No**Description:**

eVA has existing capabilities for real-time integration of requisition and purchase order data to external ERP systems. Modify eVA as

needed for real-time integration with the Cardinal system.

### BRnT DGS CPU Contract Management Software

**BRT Type:** Business Requirement for New Technology

**Date Submitted:** 4/24/2015

**Mandate:** No

**Mission Critical:** No

**Description:**

DGSs Central Procurement Unit has a need for a contract management software.

### BRNT DGS Website Redesign

**BRT Type:** Business Requirement for New Technology

**Date Submitted:** 6/26/2015

**Mandate:** No

**Mission Critical:**

**Description:**

Replace our legacy DGS Website with a new Content Management System.

### BRnT DRES - Integrated Real Estate Management System Replacement

**BRT Type:** Business Requirement for New Technology

**Date Submitted:**

**Mandate:** No

**Mission Critical:** No

**Description:**

The Division of Real Estate Services (DRES), a business unit of the Department of General Services (DGS) was formed in January 2005 as a direct result of 2004's Executive Order 75, "Managing the Commonwealth's Real Estate Holdings." DRES was established as a "one-stop shop" to provide comprehensive real estate portfolio management and transactional services on behalf of the Commonwealth.

Below are specific Code of Virginia establishing certain performance measurements, procedures and annual reporting requirements for DGS/DRES:

Â§ 2.2-1131.1. Establishment of performance standards for the use of property,

Â§ 2.2-1136. Review of easements; maintenance of real property records,

Â§ 2.2-1153. State agencies and institutions to notify Department of property not used or required; criteria.

In 2007, a RFP resulted in the purchase of an IMWS product to assist DRES in the proactive management of the Commonwealth's real estate assets as drafted in the aforementioned EO. This was a replacement to an existing purchased system (PLATS) that had become outdated due to several issues but specifically lack of support from the vendor on CoVA customizations, inability to offer access to the database to other agencies and overall missing functionality to provide for high-quality and efficient lease and transaction administration.

The new web-based application, internally named IREMS (Integrated Real Estate Management System) was purchased from a California-based firm called Bricnet (BN). It was customized to meet CoVA specifications and went live in May 2008. We continued to receive BN support on the product and customizations through the end of FY 2012 through annual maintenance renewals. The product was hosted by DGS at CESC.

On May 24th, 2012, DGS received a formal notice from Bricnet announcing it was initiating dissolution and termination of its business effective June 30th, 2012 due to lack of investor funding and the company could no longer provide any support for its

products after this date. Meetings with the appropriate DGS business units affected by this notice were promptly held including DGS Procurement to handle contract review and response.

Pursuant to the terms of our contract with BN, all source codes, related documentation, materials, etc. for our product were released to DGS upon BN's dissolution. In July 2012, DGS was contacted by a firm based out of Massachusetts, a competing vendor to BN that also sold software solutions for real estate management. This company had hired 3 former staff from BN and was offering extended limited support only for our BN product (the vendor had not purchased the former BN company or any of its products, technology, etc.) This support offer was initially said to be available through the end of the year but was later revised to end on September 10, 2012.

Thus IREMS is an at-risk application being that it currently has no vendor support however, fortunately, the application remains stable and is continued to be utilized to the same extent prior to this event. To ensure continued stability, DGS has a functionality "freeze" wherein no changes will be made to the application except for pending items previously approved and tested and routine data uploads via the web service.

This application is critical in managing day-to-day processes, for continuity in our ability to provide services to our agency clients and for meeting our legislative mandated requirements. Therefore a replacement solution that can be implemented within a short timeframe and at limited expense is necessary and desirable.

Primary responsibilities and services to be managed via the solution are described below:

- a) Maintain a detailed and accurate inventory of all state-owned and leased real property pursuant to Virginia code Â§ 2.2-1136 (currently 1,100+ Tract records, 12,500+ Building records, 7,500+ Deed records, 1,530+ Lease records; includes expense leases, temporary transfer agreements, use agreements and income leases),
- b) Provide lease administration on behalf of state agencies, currently for 450+ leases, including automated batch processing and interfacing to PeopleSoft of monthly AP (payments to Landlords) and AR (IAT billings to agencies for funding rental amounts due and to pay DGS Surcharge Fee.) In addition, record and track all other lease commitments for non-administered/delegated agencies and higher education institutions,
- c) Maintain and provide on-line access to electronic copies of associated real estate documents (deeds, due diligence files, lease agreements, etc.),
- d) Provide tools for the querying and reporting of management-related metrics and to comply with legislative mandates including analyzing current and future lease requirements by agency, location

## Report Title: Appendix A 14 - 16 Report

Agency: Department of General Services (DGS)

Date: 1/14/2016

Agency Head Approval:

No

**Budget Category: Major Projects****DRES - Integrated Real Estate Management System Replacement****Oversight and Governance Category: Category 2: High/Medium or High/Low or Medium/High****Appropriation Act/Funding Status****Project Initiation Approval -**

products after this date. Meetings with the appropriate DGS business units affected by this notice were promptly held including DGS Procurement to handle contract review and response.

Pursuant to the terms of our contract with BN, all source codes, related documentation, materials, etc. for our product were released to DGS upon BN's dissolution. In July 2012, DGS was contacted by a firm based out of Massachusetts, a competing vendor to BN that also sold software solutions for real estate management. This company had hired 3 former staff from BN and was offering extended limited support only for our BN product (the vendor had not purchased the former BN company or any of its products, technology, etc.) This support offer was initially said to be available through the end of the year but was later revised to end on September 10, 2012.

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- c) Maintain and provide on-line access to electronic copies of associated real estate documents (deeds, due diligence files, lease agreements, etc.),
- d) Provide tools for the querying and reporting of management-related metrics and to comply with legislative mandates including analyzing current and future lease requirements by agency, location and use of state-owned property, determining FY budget needs, annual accounting and performance updates for CAFR and General Assembly publications, etc.
- e) Manage, track and provide routine updates to management and agency contacts as to the status of active transactions, i.e. new acquisitions, leases for new rental space, lease term extensions, surplus property disposition, etc. Provide real-time transaction/project status to agency contacts via read access to the system (eliminate/reduce need for separately-maintained reporting.)
- f) Manage the complete process of billing agencies and others for DRES services at the rates submitted to and approved by JLARC (eliminate both use of a separate database currently handling the majority of this process along with the manual process for creation of IATs.)
- g) To assist with managing agency space requirements, provide the ability to review and work with CAD drawings.

Planned project start date:	12/18/2014	Planned project end date:	5/19/2016
PPEA Involvement:	No		
<b>Estimated Costs:</b>	<b>Total</b>	<b>General Fund</b>	<b>Nongeneral Fund</b>
			<b>Nongeneral Funding Source</b>
Project Cost (estimate at completion):	\$1,726,604		
Estimated project expenditures first year of biennium:	\$873,400	\$104,362	\$769,038
Estimated project expenditures second year of biennium:	\$853,204	\$191,331	\$661,872
<b>Service Area</b>			
			<b>Weight</b>
194 DGS 72705 Statewide Leasing and Disposal Services			Primary
BRnT DRES - Integrated Real Estate Management System Replacement			Primary
194 DGS 74107 Statewide Engineering and Architectural Services			Secondary
<b>Project Related Procurements</b>			
IREMS Replacement - Procurement			
Procurement Description:			
Planned Delivery Date:	12/30/2014		

There are no Category 4 IT Projects for this agency.

**Report Title:** Appendix A 14 - 16 Report

**Agency:** Department of General Services (DGS)

**Date:** 1/14/2016

**Agency Head Approval:**

No

There are no major procurements for this agency.

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There are no non-major procurements for this agency.