

# Report Title: IT Strategic Plan Summary

Agency: 123 Department of Military Affairs

## 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 5 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 5 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 Military Affairs plans, coordinates, maintains situational awareness, and employs forces for homeland security and homeland defense in order to respond to any incidents within the Commonwealth and, on order of the Governor, will assist civil authorities in protecting life and property, preserving peace, maintaining order and public safety, and relieving suffering. The agency is comprised of the Virginia National Guard and the Virginia Defense Force. The premier response capability in the state, prepared to support every call to duty from the Commonwealth and the nation, led by a balanced, integrated joint team that is stable, adaptive, and measured by the success of our small units and their leaders.

## 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. 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 affect IT in other Commonwealth agencies, or in other states? If so, how?***

The agency frequently has to respond to unforeseeable events from the Governor and Homeland Security.

IT INFRASTRUCTURE TRANSITION: DMA is not on the COV network, therefore, IT Infrastructure transition will be not applicable.

SHARED SECURITY SERVICES CENTER: DMA has satisfied all operational risks and issues.

CLOUD APPLICATIONS: DMA like most agencies are exploring cloud application options.

INTERNET UTILIZATION: DMA is not on the COV network, therefore, bandwidth utilization is not a factor for COV network.

### **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 5 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?***

DMA plans to develop interfaces to the Cardinal Financial System. DMA will continue to maintain its existing website by Site Vision and other databases using Oracle, SQL, and Access. DMA has requested additional state funds for a network administrator and a deputy IT director/cyber security analyst.

DMA has a capital project underway for a new headquarters that will include IT infrastructure. DMA is planning an Agency level cable infrastructure project at our Virginia Beach location. DMA is planning purchase of COTS for monitoring the locations for fiber optic and copper cabling project for the Department of Military Affairs /FT Pickett

**Report Title: Strategic Plan****Agency:**

Department of Military Affairs

**Date:**

8/27/2018

**Current IT Services****Costs Year 1****Costs Year 2**

<b>Category</b>	<b>GF</b>	<b>NGF</b>	<b>GF</b>	<b>NGF</b>
<b>Projected Service Fees</b>	\$22,177	\$306,860	\$22,842	\$316,066
<b>VITA Infrastructure Changes</b>	\$0	\$0	\$0	\$0
<b>Estimated VITA Infrastructure</b>	\$22,177	\$306,860	\$22,842	\$316,066
<b>Specialized Infrastructure</b>	\$100,000	\$0	\$100,000	\$0
<b>Agency IT Staff</b>	\$75,000	\$35,000	\$75,000	\$35,000
<b>Non-agency IT Staff</b>	\$0	\$65,000	\$0	\$65,000
<b>Cloud Computing Service</b>	\$0	\$0	\$0	\$0
<b>Other Application Costs</b>	\$100,000	\$0	\$100,000	\$0
<b>Total</b>	\$297,177	\$406,860	\$297,842	\$416,066

**Proposed IT Investments****Costs Year 1****Costs Year 2**

<b>Category</b>	<b>GF</b>	<b>NGF</b>	<b>GF</b>	<b>NGF</b>
<b>Major IT Projects</b>	\$0	\$0	\$0	\$0
<b>Non-Major IT Projects</b>	\$0	\$0	\$0	\$0
<b>Agency-Level IT Projects</b>	\$0	\$0	\$0	\$0
<b>Major Stand Alone IT Procurements</b>	\$316,000	\$0	\$0	\$0
<b>Non-Major Stand Alone IT Procurements</b>	\$0	\$0	\$0	\$0
<b>Agency-Level Stand Alone IT Procurements</b>	\$0	\$0	\$0	\$0
<b>Procurement Adjustment for Staffing</b>	\$0	\$0	\$0	\$0
<b>Total</b>	\$316,000	\$0	\$0	\$0

**Projected Total IT Budget****Costs Year 1****Costs Year 2**

<b>Category</b>	<b>GF</b>	<b>NGF</b>	<b>GF</b>	<b>NGF</b>	<b>Total Costs</b>
<b>Current IT Services</b>	\$297,177	\$406,860	\$297,842	\$416,066	\$1,417,946
<b>Proposed IT Investments</b>	\$316,000	\$0	\$0	\$0	\$316,000
<b>Total</b>	\$613,177	\$406,860	\$297,842	\$416,066	\$1,733,946



**Report Title: Business Requirements For Technology**

**Agency:** Department of Military Affairs (DMA)

**123 DMA BReT for IT staffing**

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

**Date Submitted:** 10/11/2017

**Mandate:** No

**Mission Critical:** No

**Description:**

DMA operates on a federal military network, yet accesses that network through VITAcontracted circuits and VITAprovided products. DMA requires state dedicated funding to support state employees who operate on the Department of Defense Network. Additionally, this individual will maintain access to all Commonwealth of Virginia programs, such as Cardinal, in order to support the 400 state employees within DMA. This position will work handinhand with the federal network administrator to provide seamless support, continuity, and expertise in state policies and procedures. Additionally, DMA requires an IT position for Cyber operations, which are rapidly becoming extremely important to the Commonwealth, as evident by the use of NG and VDF Soldiers on State Active Duty (SAD) to perform cyber risk assessments throughout the Commonwealth. DMA is also engaged in a multiyear effort to acquire and deploy STARS radio assets in order to become interoperable with VSP and other state agencies. Another task for DMA is to provide Communication Suites that are capable of integrating communications from federal, state, and local players, similar to what is required in Puerto Rico from Hurricane Maria. This position will be responsible for all agency IT/Commo/Cyber planning, training, and realworld execution, while providing agency continuity for the military leaders who rotate through the J6 position every two years.

**123 DMA BReT AV equipment in National Guard Joint Force Headquarters, Richmond**

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	4/13/2018
<b>Mandate:</b>	No
<b>Mission Critical:</b>	No
<b>Description:</b>	
<p>Our agency is an agency that works off of the National Guard Network as opposed to the VITA network. We have been working with DPS for an exception to the total amount of the purchase through a GSA contract. The amount quoted to us is \$1,066,910.66. Using the GSA contract GS-03F-037BA and Schedule 58 I, for emergency AV systems, will help to expedite the installation of the AV equipment in the new National Guard Joint Force Headquarters in Richmond. We hope to move into that building late July or early August. This vendor is already in that building installing the network systems which were purchased by the Federal government. Federal government was unable to process the purchase of the AV equipment, therefore, state procurement is trying to accomplish that task through a viable contract</p>	
<b>BReT Commonwealth Compliance</b>	
<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	4/16/2015
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	No
<b>Description:</b>	
DMA is working with Commonwealth of Virginia on compliance standards	
<b>BReT GIS Cabling Mapping of Ft Picket</b>	
<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	10/20/2016
<b>Mandate:</b>	No
<b>Mission Critical:</b>	No
<b>Description:</b>	
GIS mapping of existing cabling in Ft Picket to locate older fiber optic and cabling for future construction efforts of the fort.	
<b>BReT Maintenance of Website and other databases</b>	
<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	3/16/2015
<b>Mandate:</b>	No
<b>Mission Critical:</b>	
<b>Description:</b>	
Maintenance for Site Vision maintaining agency website and maintenance fees for Oracle, SQL and access	

databases.

**BRnT Cardinal Interface**

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

**Date Submitted:** 3/4/2015

**Mandate:**

**Mission Critical:**

**Description:**

Develop Interface for Cardinal Financials

**BRnT DMA Cloud Computing Solutions**

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

**Date Submitted:** 11/10/2016

**Mandate:**

**Mission Critical:**

**Description:**

DMA is seeking future cloud solutions

Report Title: Appendix A 18 - 20 Report

**Agency:** Department of Military Affairs (DMA)

**Agency Head Approval:** No

There are no Category 1, 2, or 3 IT Projects and no Budget Category: Major IT Projects for this agency



Report Title: Appendix A 18 - 20 Report

Agency: Department of Military Affairs (DMA)

Agency Head Approval:

No

### Stand Alone Major Procurements

Procurement Name:	<b>123 DMA Procure AV equipment in National Guard Joint Force Headquarters, Richmond</b>		
Procurement Description:	The Department of Military Affairs (DMA) is planning to procure Audio Visual equipment, including installation, for multiple rooms/locations in the new Virginia National Guard HQ building at Defense General Supply Center, Richmond. The networks involved are military, and do not involve VITA services. Procurement funding will use federal monies approved by Congress for the building. Though DMA had identified a GSA contractor already onsite to complete this work, the federal procurement office is unable to let this contract in the time frame necessary due to staffing limitations. Therefore, we are working the procurement through our state procurement office at DMA and asking for CIO approval to use a state approved contractor.		
Procurement Planned Start Date		Procurement Planned Completion Date	4/30/2018
		Appropriation Act Status	
<b>Service Area</b>			<b>Weight</b>
There are no service areas for this project.			