Report Title: IT Strategic Plan Summary

Agency: 411 Department of Forestry

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 agencys 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 agencys 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?

DOF will manage existing operational IT investments through prioritization of maintenance and operational work along with new technology investments.

Accounts Receivable, Nursery Inventory and Online Store (2016) – DOF is wrapping up the project to replace the dBASE III accounts receivable system, using QuickBooks installed on a VITA server. The Nursery Inventory will also be handled through QuickBooks, and the online store which sells tree seedlings grown at the nurseries will use a QuickBooks store partner PDG, hosted on a VITA server. The work is being managed by internal DOF information systems and business staff, with support by vendors.

DOF County Office Technology Upgrades – VITA has provided for infrastructure needs at DOF Headquarters and our three (3) regional offices. However since the ITPs inception DOFs 40 smaller county and forestry center offices, with 1-5 people assigned, were left behind largely in part and understandably due to the focus of the NG contract. These smaller offices have end-of-life network components (CISCO 850X routers) which make them vulnerable to breaches. These components should be replaced, and DOF prefers to use managed infrastructure, but the ITP only offers one costly high speed networking option for our county field locations. DOF does not have the staff or funding to replace these components. A budget decision package will be developed.

DOF Website Redesign - The DOF public website is not sustainable with its current technology and an enhancement or replacement is needed. DOF does not have staff with web site expertise, and would like to acquire a content management system that will allow DOF staff to maintain the website components. DOF has limited funding to replace the public website with a content management system.

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 agencys current IT investments. These are requirements and mandates from external sources, such as other agencies or business partners, the agencys 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 agencys 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 agencys 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?

SECURITY SHARED SERVICES - DOF has signed an MOU with VITA for security and audit services. While these measure compliance and provide a one-time snapshot of risk to DOF information, these activities do not support the on-going continuous monitoring, risk assessment and security efforts needed to protect DOF information. DOF security responsibilities that are not covered under the VITA Services contract include incident, contingency and disaster recovery planning, training and testing; access management; audit log management, review and response; inventory, maintenance and configuration management; media protection; systems and services procurement; security training; and communication and information protection. DOF has a designated Information Security Officer but the information security program is not adequately funded to acquire needed technology and expertise to conduct continuous security monitoring and assessment. The Commonwealth Security mandates affect other agencies, but each agencys IT environment is unique, and its security is the responsibility of that agency. A budget package will be submitted for this work.

IFRIS ASP.NET Web Form Updates (FY18-19) – IFRIS uses ASP .NET Web Forms which will be end-of-life software within two years. This technology is the basis for IFRIS FHGO, WQ, WF, AM, HR, Harvest Notification, Reporting UI and IFRIS Web Admin UI, and all of these modules require an update/upgrade. In addition, the back-end GIS and server software will be end-of-life in 2020. These multiple upgrades should be combined into a single project that will span approximately two years. DOF has included a BReT for this, but the work to complete these required changes is not adequately funded. The needed IFRIS upgrades do not affect other agencies. IFRIS is a DOF system. A budget package will be developed for this project. DUE 2020

VITA/NG Disentanglement - The VITA/NG Disentanglement will take a significant amount of coordination and work by DOFITand IS staff, and this effort is not funded at the agency level.

Wave 1 – Going Google (2017) – VITA is initiating disentanglement from NG messaging services in 2016. Messaging Services for email, enterprise collaboration services, and mobile device management are required for 225 users in our agency. DOF IS staff will work with VITA and the Google vendor to migrate DOF users to Google email and instant messaging. DOF has one (1) application that have hooks into messaging services which will need to be tested. DOF uses WCS SharePoint. DOF has 0 applications serviced via AirWatch which will need remediation.

Wave 2 (2018)- Server and Storage Transition – VITA is initiating disentanglement from NG servers and storage. DOF has six (6) servers which will need to be migrated and tested during this transition. Five (5) applications will be affected by this move and will need to be tested.

Authentication and Directory Services - DOF has five (5) applications which will need to be migrated and tested during the authentication/directory services transition. Number of users (internal and external) are 250 internal and external.

Wave 3 (2019) – End User Computing - DOF has 14 desktops and 254 laptops and 72 network printers which will need to be migrated.

Data Networks DOF has 40 networks that are not MPLS which will need to be migrated if required. DOF has 4 networks on MPLS that will need to be migrated. DOF staff will need to be available to test the new network connections.

Voice Networks DOF has 0 UCaaS phone lines, 116 analog lines and 220 DIDs which will need to be migrated if mandated to upgrade.

INTERNET UTILIZATION - DOF projects an increase of 150% in internet usage due to the replacement of undersized data lines in use today at DOF offices, and the increased use of internet facing applications.

CLOUD APPLICATION HOSTING As new hosting contracts become available to COV agencies, DOF will utilize them.

DOF intends to use cloud hosting for the QuickBooks and Online store as soon as available. These applications are cloud ready.

DOF intends to continue with hosting for IFRIS to manage cost and availability.

DOF intends to continue with hosting of the fiRESPONSE dispatch and situational awareness application.

IT INFRASTRUCTURE TRANSITION

1. Identify other new projects/work, due dates and if it is mandatory
a. see projects in Proposed Solution section.
b. IFRIS Move to New Hosting - Due April 2018 - Mandatory
c. Quick Books Move to New Hosting - 2017 - Mandatory
d. Online Store Move to New Hosting - 2017 - Mandatory
e. File Servers move to New Hosting - 2017 - Mandatory
2. Identify your existing projects, due dates and if it is mandatory
a. Accounts Receivable and Online Store - October 2016 - mandatory
b. Easements in IFRIS - January 2016 - Not mandatory
c. fiRESPONSE Dispatch Procurement - Feb 2017 - not mandatory
3. Identify your existing applications and infrastructure, where are the databases for your applications, do the applications have connections with other apps/databases
a. IFRIS application and database is hosted at AISN. No external database connections, connections to external web services
b. QuickBooks and Online Store are hosted at CESC. these two applications/databases must talk to each other, and to QuickBooks
c. fiRESPONSE is on MS Azure Cloud, uses several map/web services for mapping, weather, etc.
SECURITY SHARED SERVICES
To meet Commonwealth Security requirements, DOF will engage VITAs Shared Security Services. VITA will provide Business Impact Analysis, Risk Assessment, and Audit services to DOF. DOF will support and participate in these efforts.

INTERNET UTILIZATION
DOF projects that internet usage will increase by 150% due to undersized data lines in use today and increased use of internet facing applications.

CLOUD APPLICATION HOSTING
DOF is investigating moving 3 number of applications to a Cloud services vendor. The business reason for the move is to reduce costs and reduce IT agency footprint. Applications are cloud ready. Agency will need to bring in outside consulting to assess what needs to be done to move to the cloud.

IT INFRASTRUCTURE TRANSITION
VITA is initiating disentanglement from NG servers and storage. DOF has six (6) servers which will need to be migrated and tested during this transition. Five (5) applications will be affected by this move and will need to be tested.

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 agencys 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 agencys 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?

DOF employs an investment evaluation and approval process to initiate new IT investments. Below are the proposed investments in priority order.

DOF Cost Share System Development (FY2017) - DOF manages numerous cost share programs that provide funding for implementing good forestry practices to Virginia landowners. The largest and oldest cost share program is the Reforestation of Timberlands (RT) that contributes to the reforestation of Virginia, providing economic, community and environmental benefits. This service area is now managed with several spreadsheets and paper forms, resulting in delays in processing cost share applications, decreased service quality and increased potential for error requiring manual double checking. The agency has some funding for the development of an updated cost share management solution, but funding is not adequate to cover IV&V and contingency. DOF IS staff do not have the range of technology skill to carry out the project, so the application development work will be contracted. Subject matter experts will participate in projects as needed.

Workplace Collaboration Service Implementation (FY2018) - While VITA will handle the transition of the existing SharePoint intranet to Google, DOF has not been successful in rolling out to the entire agency due to lack of expertise and inability to find a consultant or contractor with the skill and knowledge to help DOF stand up a new intranet. DOF staff does not have the appropriate skill sets for the new Google Apps. DOF has a small budget to bring on expert technical help for development and training for the new intranet.

The following work is scheduled for future biennia, but not yet prioritized or funded.

Grants Management Solution

Environmental Review Tracking and Reporting

Routing application to optimize workday driving to save fuel, wear and tear on vehicles.

Remote Monitoring of Environmental Controls

Fuel Management System Replacement

Print ers for Field Staff

BMP Audit Mobile Application Upgrade

Report Title: Strategic Plan

Agency: Department of Forestry

Current IT Services

Category	Costs Year 1 GF	Costs Year 1 NGF	Costs Year 2 GF	Costs Year 2 NGF
Projected Service Fees	$1,035,843	$162,078	$1,036,974	$162,255
VITA Infrastructure Changes	$0	$0	$0	$0
Estimated VITA Infrastructure	$1,035,843	$162,078	$1,036,974	$162,255
Specialized Infrastructure	$0	$20,000	$0	$0
Agency IT Staff	$496,644	$0	$496,644	$0
Non-agency IT Staff	$0	$0	$0	$0
Cloud Computing Service	$0	$0	$0	$0
Other Application Costs	$363,000	$0	$303,226	$0
Total	$1,895,487	$182,078	$1,836,844	$162,255

Proposed IT Investments

Category	Costs Year 1 GF	Costs Year 1 NGF	Costs Year 2 GF	Costs Year 2 NGF
Major IT Projects	$0	$0	$0	$0
Non-Major IT Projects	$0	$0	$0	$0
Agency-Level IT Projects	$125,000	$177,000	$0	$0
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	$0	$60,000	$0	$0
Procurement Adjustment for Staffing	$0	$0	$0	$0
Total	$125,000	$237,000	$0	$0

Projected Total IT Budget

Category	Costs Year 1 GF	Costs Year 1 NGF	Costs Year 2 GF	Costs Year 2 NGF	Total Costs
Current IT Services	$1,895,487	$182,078	$1,836,844	$162,255	$4,076,666
Proposed IT Investments	$125,000	$237,000	$0	$0	$362,000
Total	$2,020,487	$419,078	$1,836,844	$162,255	$4,438,666

Report Title: Business Requirements For Technology

Agency: Department of Forestry (DOF)

BReT - DOF IFRIS Harvest Notification Portal Technology Upgrade

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	9/30/2014
Mandate:	Yes
Mission Critical:	No

Description:

The DOF Harvest Notification Portal is used by loggers to notify DOF of harvest operations in accordance with the Code of Virginia.
The existing portal was developed for use in Internet Explorer 7 and now is not functioning properly in newer browsers used by the logging community. DOF needs to update the Portal to work in IE10, at a minimum. Other browsers such as Chrome and Firefox may also be considered, depending on funding and time available. Requirements can be rolled up into IFRIS ASP .NET Upgrade project.

BReT End of Life 2008 Server DOF

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	8/30/2017
Mandate:	
Mission Critical:	

Description:

Agency will create a mitigation plan to address end of life 2008 servers.

BReT: DOF: Fire Program Enhancements

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	11/3/2014
Mandate:	Yes
Mission Critical:	No

Description:

Enhance current IFRIS functionality for efficient and effective tracking and reporting for fire programs.
Update ASP .NET Web Forms to current technology.
Can be rolled up to IFRIS IASP .NET Pages Upgrade

BReT: DOF : Water Quality Enhancements

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	11/3/2014

Mandate:	No
Mission Critical:	No

Description:
Implement enhancements to current IFRIS system to facilitate needs of water quality inspections Can be rolled up with IFRIS ASP.NET Web Forms Upgrade.

BReT: DOF IFRIS Fixed Assets and Fleet Management

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	11/3/2014
Mandate:	Yes
Mission Critical:	No

Description:
Enhancements to the current IFRIS system to improve tracking and reporting for agency fixed assets and vehicle maintenance. Also update ASP .NET Web Forms pages to replace end-of-life software. Can be rolled up to IFRIS ASP .NET Web Forms Upgrade.

BRnT DOF - Grants Management Solution

BRT Type:	Business Requirement for New Technology
Date Submitted:	8/4/2014
Mandate:	No
Mission Critical:	No

Description:
The purpose of the internal project is to create a database to store necessary grant information. Currenlty this informaiton is tracked manually in many different large spreadsheets. The information is extracted (manually) from CARS data and entered on specific Federal and State forms for reimbursement. This process is very cumbersome, time consuming, and lacks controls over errors. The new process will be facilitated through Access and will store all required data elements accordingly.

BRnT DOF County Office Technology Upgrade

BRT Type:	Business Requirement for New Technology
Date Submitted:	8/14/2014
Mandate:	Yes
Mission Critical:	No

Description:
DOF and the ITP have provided for infrastructure needs at DOF Headquarters and our three (3) Regional offices. However since the ITP's inception DOF's 40 smaller county offices, with 1-5 people assigned were left behind largely in part and understandably due to the focus of the NG contract. These smaller offices have end-of-life network components which make them vulnerable to breaches. These components should be replaced, but ITP only offers one costly, managed and indispensable high speed networking

option for our county field locations. End-of-life routers support these small offices and should be replaced

VITA was established in 2002 and within a year DOF funded and updated county office computer networks to meet new VITA IT Security requirements. In 2007 the VITA/NG partnership was announced and the now aging county office network equipment approved by VITA was deemed out-of-scope of the contract, leaving these offices without ITP support. These offices were not factored in to the Comprehensive Infrastructure Agreement (CIA) negotiations because they were too small and remote.

DOF's plan is to increase data speeds for DOF county offices through the local network providers, the local telephone companies. Simultaneously we will order ITP Enterprise Remote Connection Service (ERCS) that will result in the removal of all old equipment and replace it with new ITP owned and supported equipment. We'll also remove nine (9) year old black and white and, small home style color printers and replace them with ITP owned multi-function printers/scanners/faxes that can print high-quality documents and maps.

BRnT: DOF - Computerized Dispatch System

BRT Type:	Business Requirement for New Technology
Date Submitted:	8/28/2014
Mandate:	No
Mission Critical:	Yes

Description:

The Virginia Department of Forestry (VDOF) depends upon reliable, timely information on personnel, equipment and resources during forest fire emergencies. Important information is conveyed by incident commanders and support staff throughout the state to a manual dispatching unit in each of three VDOF regional offices. Statewide information is then manually gathered at the agency headquarters. Computerized central dispatching can improve the dispatcher's ability to have current accurate information on resource deployment and availability; provide timely and accurate situation information, and improve the overall safety of agency first-response personnel.

DOF BReT - Fuel Management System Procurement

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	10/6/2014
Mandate:	No
Mission Critical:	Yes

Description:

DOF's current Fuel Management System (Gas Boy) runs on Windows XP operating system, and the vendor is not upgrading the system to run on more modern operating systems. To meet the ORI for Windows XP, DOF must procure a new Fuel Management system (hardware and software) in order to effectively manage fuel for DOF vehicles at two DOF locations in Charlottesville.

DOF's fire fighting responsbilities and reimbursment are directly affected by the ability to manage vehicle fuel.

DOF BReT - IFRIS ASP .NET Pages Upgrade

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	8/18/2015
Mandate:	Yes
Mission Critical:	No

Description:

After ASP .NET 4.6 - starting with v5.0 - Microsoft will no longer support ASP .NET Web Forms, the technology used to build IFRIS FHGO, WQ, WF, AM, HR, Harvest Notification, Reporting UI and IFRIS Web Admin UI.
End of life for .NET follows the life cycle of the OS it is installed on because it is a component of the OS. For Windows Server 2012 this is 1/9/2018. DOF has two years plan and implement this upgrade and we plan to implement through our maintenance contract.

".NET Framework is a component of the Windows OS. Support for .NET 4.5.2 follows the support lifecycle policy of the operating system it is installed on. For more information, please visit the .NET Framework Support Lifecycle Policy FAQ"
https://support.microsoft.com/en-us/lifecycle/search/default.aspx?sort=PN&alpha=%20&Filter=FilterNO

DOF BReT - IFRIS BMP Audit Mobile Application Upgrade

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	9/8/2014
Mandate:	No
Mission Critical:	

Description:

DOF Water Quality staff across the Commonwealth use IFRIS to document inspections on timber harvests and to collect Best Management Practice (BMP) information on a random sample of harvests through BMP Audits module of IFRIS. This audit information is used to report BMP performance standards. The BMP Audits were done on mobile devices, but the existing IFRIS mobile units are end-of-life software and hardware and are being retired. This will affect the efficiency and quality of the audit data collection. DOF has grant funds to implement the existing audit program on a new mobile platform.

DOF BReT - IFRIS Reporting Interface Enhancements

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	1/13/2015
Mandate:	Yes
Mission Critical:	No

Description:

In order to implement enhanced reporting capabilities of SQL Server 2012, includeing exporting reports to Excel and Word, DOF must make some changes to the reporting web page in IFRIS to allow the user to select from the multiple output formats.
The Excel format can be exported now through LogiXML but DOF wants to simplify the IFRIS architecture by using the MS SSRS reporting only, rather than maintaining two software and two skill sets for reporting. Can be rolled up to IFRIS ASP .NET Web Forms Upgrade

This enhancement work can be completed in the current production IFRIS, and be available for the IFRIS

Upgrade when it deploys in 2016.

DOF BReT - IMS Data Disposition and Server Decommission

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	8/27/2014
Mandate:	No
Mission Critical:	No

Description:

Move IMS Data to IFRIS, removing all social security numbers.
- Fire Reports
- BMP Audits
- Building and Land Assets
Archive Fiscal information
Dispose of current server which is running Windows Server 2003

DOF BReT - InFOREST Maintenance and Operations

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	9/1/2014
Mandate:	No
Mission Critical:	

Description:

Annual support for the maintenance and operations of InFOREST. InFOREST requires expert external techincal resources to provide support with patching/security updates including operating system and base software (ESRI ArcGIS) patching and upgrades. The contract also includes break/fix issues not related to patching and upgrades.
This BReT is not funded.

DOF BReT - Information Security Program Development and Operations

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	9/8/2014
Mandate:	Yes
Mission Critical:	No

Description:

Information security affects all DOF business in the protection of agency information from unauthorized access, change or disclosure. Fully developing the DOF Information Security program and implementing the COV security requirements to support business needs has been difficult due to lack of resources. The DIS/ISO is working with senior management to identify the priority information security controls and tasks including vulnerability scans, risk assessments, business impact analysis and incident management. The Information Security Program has not been fully funded to meet all COV control requirements.

DOF BReT - Moving IFRIS to New Hosting (2017-18)

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	8/22/2016
Mandate:	Yes
Mission Critical:	Yes

Description:

from VITA eGOV group: The hosting and O&M contracts will be extended in April 2017 for one year to April 2018. The hope is by 2018, the IT sourcing effort will provide hosting services for the agencies using the eGov contracts or an RFP will be done for services and hosting.

DOF BReT - VITA Disentanglment - Internet Usage

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	9/30/2016
Mandate:	No
Mission Critical:	No

Description:

DOF projects that internet usage will increase by 150% due to undersized data lines in use today and increased use of internet facing applications.

DOF BReT - VITA Security Services

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	9/30/2016
Mandate:	Yes
Mission Critical:	No

Description:

To meet Commonwealth Security requirements, DOF will engage VITA's Shared Security Services. VITA will provide Business Impact Analysis, Risk Assessment, and Audit services to DOF. DOF will support and participate in these efforts.

DOF BReT - VITA/NG Disentaglment - Data Networks

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	9/30/2016
Mandate:	No
Mission Critical:	

Description:

DOF BReT - VITA/NG Disentanglment - Data Networks

DOF has 40 networks that are not mpls which will need to be migrated if required.
DOF has 4 networks on MPLS that will need to be migrated.
DOF staff will need to be available to test the new network connections.

DOF BReT - VITA/NG Disentanglement - Authentication and Directory Services

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	9/30/2016
Mandate:	No
Mission Critical:	

Description:

DOF has five (5) applications which will need to be migrated and tested during the authentication/directory services transition. Number of users (internal and external) are 250 internal and external.

DOF BReT - VITA/NG Disentanglement - Cloud Computing

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	9/30/2016
Mandate:	No
Mission Critical:	No

Description:

DOF is investigating moving 3 number of applications to a Cloud services vendor. The business reason for the move is to reduce costs and reduce IT agency footprint. Applications are cloud ready. Agency will need to bring in outside consulting to assess what needs to be done to move to the cloud.

DOF BReT - VITA/NG Disentanglement - End User Computing

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	9/30/2016
Mandate:	No
Mission Critical:	No

Description:

DOF has 14 desktops and 254 laptops and 72 network printers which will need to be migrated.

DOF BReT - VITA/NG Disentanglement - Servers and Storage

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	9/30/2016
Mandate:	No
Mission Critical:	No

Description:

VITA is initiating disentanglement from NG servers and storage. DOF has six (6) servers which will need to be migrated and tested during this transition. Five (5) applications will be affected by this move and will need to be tested.

DOF BReT - VITA/NG Disentanglement - Voice Networks

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	9/30/2016
Mandate:	No
Mission Critical:	No

Description:

DOF has 0 UCaaS phone lines and 116 analog lines and 220 DIDs which will need to be migrated if mandated to upgrade.

DOF BRnT - Cost Share Management System

BRT Type:	Business Requirement for New Technology
Date Submitted:	8/18/2016
Mandate:	No
Mission Critical:	Yes

Description:

DOF manages numerous cost share programs that provide funding implementing good forestry practices to Virginia landowners. The largest and oldest cost share program is the Reforestation of Timberlands (RT) that contributes to the reforestation of Virginia, providing economic, community and environmental benefits. Cost Share funds were managed in a dBASE III/Clipper application which has been retired due to operational and security concerns, and the replacement system that DOF worked to deploy was not completed. DOF Fiscal and Operations staff are now managing these important programs through multiple complex spreadsheets.

DOF BRnT - Emergency Communication Radio Upgrades

BRT Type:	Business Requirement for New Technology
Date Submitted:	8/22/2016
Mandate:	No
Mission Critical:	Yes

Description:

DOF is an emergency responder for wildfire across the Commonwealth. This response is in coordination with local fire agencies. From time to time the local fire response agencies will change their radio technology, requiring that DOF field staff in that response area also change their radio technology in order to communicate with local fire response during an emergency.

DOF BRnT - Environmental Review Tracking and Reporting

BRT Type:	Business Requirement for New Technology
Date Submitted:	9/18/2014
Mandate:	No
Mission Critical:	No

Description:

As part of the Commonwealth's Environmental Review Process managed by DEQ, DOF's Forest Conservation Program staff of two review approximately 200 land disturbing projects each year, analyzing the projects for forest impacts and recommending changes to the project owners to help conserve important forestlands. Tracking of documents and files moving back and forth between DOF, DEQ and the project owner is handled through spreadsheets and other almost-manual methods. To increase efficiency and to ensure the continuity of the process, the Forest Conservation Program wants to create a small system to log, track and report on each of the envionmental reviews, and to submit any projects that result in voluntary mitigation funding to IFRIS through the forest management processes.

DOF BRnT - Nursery Inventory and Online Store

BRT Type:	Business Requirement for New Technology
Date Submitted:	8/15/2016
Mandate:	No
Mission Critical:	No

Description:

DOF needs to replace the current SaaS Tree Seedling Nursery inventory system and online store. Kinsail was chosen through competitive bid in 2013 to configure/customize their SaaS solution for this purpose,. Kinsail sold their company to Accela in 2015. Accela is no longer willing to support the DOF online store or nursery inventory DOF has worked with the Attorney General's office to terminate the contract with Accela, and DOF is seeking a replacement for October 1, 2016 online store opening. DOF is investigating the use of QuickBooks for inventory management, and for invoicing along with AR system.

DOF BRnT - Remote Monitoring of DOF Environmental Controls

BRT Type:	Business Requirement for New Technology
Date Submitted:	8/15/2016
Mandate:	
Mission Critical:	

Description:

Several DOF facilities require sophisticated environmental control systems that utilize remote monitoring and control

DOF BRnT - Routing Service for DOF Harvest Inspections

BRT Type:	Business Requirement for New Technology

Date Submitted:	9/30/2016
Mandate:	No
Mission Critical:	No
Description:	

DOF will utilize the ESRI web mapping and services to develop an application for water quality inspectors to plan their driving route to harvests needing inspections in their area.

DOF BRnT - VITA/NG Disentanglement - Going Google

BRT Type:	Business Requirement for New Technology
Date Submitted:	8/15/2016
Mandate:	Yes
Mission Critical:	Yes
Description:	

Supporting VITA in the implementation of gmail, google docs, etc. at DOF.
VITA is initiating disentanglement from NG messaging services in 2016. Messaging Services for email, enterprise collaboration services, and mobile device management are required for 225 users in our agency.
We also have 1 applications that have hooks into messaging services which will need to be tested.
DOF uses WCS SharePoint.
We have 0 applications serviced via AirWatch which will need remediation.

DOF BRnT - Workplace Collaboration Service Implementation

BRT Type:	Business Requirement for New Technology
Date Submitted:	1/13/2015
Mandate:	No
Mission Critical:	No
Description:	

DOF will be working with VITA to implement the Workplace Collaboration Service (SharePoint) as a replacement for the current DOF intranet to include policies, procedures, guidance and forms. The use SharePoint will make these documents available to DOF employees through an internet connection with the appropriate credentials, and will help to disseminate these governance documents more easily.

Report Title: Appendix A 16 - 18 Report

Agency: Department of Forestry (DOF)

Agency Head Approval: No

Budget Category: Non-Major Projects

DOF IFRIS Cost Share Project

Appropriation Act/Funding Status	Investment Business Case Approval -

DOF has a mandated cost share program, Reforestation of Timberlands, with incentive payment for landowners who prepare and grow commercially valuable species of pines. The goal of this investment is to streamline the application lifecycle from the initial application to the final distribution of funds to the landowner. It will replace a time-intensive manual process based on paper and spreadsheets to monitor and track applications, completed activities, inspections and calculation of disbursements with a centralized location for the critical pieces of information. DOF will leverage its investments in IFRIS to use existing landowner data and forestry activities on land tracts to add this additional data into the information specific to the tracts. Tracking of the funds allocated and final disbursement will be integrated into IFRIS.

Planned project start date:	10/2/2017	Planned project end date:		7/31/2018
PPEA Involvement:				

Estimated Costs:	Total	General Fund	Nongeneral Fund	Nongeneral Funding Source
Project Cost (estimate at completion):	$350,000	$113,360	$236,640	
Estimated project expenditures first year of biennium:	$0	$0	$0	
Estimated project expenditures second year of biennium:	$314,337	$113,360	$200,977	Non-general - State

Funding Required:	Total	General	Nongeneral	
Funding required for first year of biennium:	$0	$0	$0	
Funding required for second year of biennium	$0	$0	$0	

Service Area	Weight
411 DOF 50102 Reforestation Incentives to Private Forest Land Owners	Primary
DOF BRnT - Cost Share Management System	Primary
411 DOF 50103 Forest Conservation, Wildfire & Watershed Services	Secondary

411 DOF 50104 Tree Restoration and Improvement, Nurseries & State-Owned Forest Lands	Secondary		
Project Related Procurements			
DOF IFRIS Cost Share Procurement			
Procurement Description:	This procurement will allow DOF to extend the functionality of its primary system, IFRIS. DOF has an established cost share program, Reforestation of Timberlands, to assist landowners with efforts to create and maintain commercial pine stands for future use. This program is currently managed using paper and spreadsheets. The goal is to create a central location to track money allocated, completion of activities agreed upon in the application process and the distribution of the reimbursement/invoices to the landowners.		
Planned Delivery Date:	10/2/2017		

Report Title: Appendix A 16 - 18 Report

Agency: Department of Forestry (DOF)

Agency Head Approval: No

There are no stand alone major procurements for this agency.