

# Report Title: 2020 - 2022 IT Strategic Plan

Agency: 301 Department of Agriculture & Consumer Services (VDACS)

Date: 6/4/2020

## 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?**

Over the next six years, the Virginia Department of Agriculture and Consumer Services will invest mainly in existing applications. Several BReTs address this initiative. In order to provide modern applications to the agency and to constituents, VDACS will be moving to a new development environment and modernize all existing Oracle applications over time. In addition, VDACS will be adding an online component to allow constituents/customers to submit licenses, registrations, permits and applications online and pay for those services online. Several applications supported and/or hosted by outside vendors will also be enhanced. VDACS Information Technology (IT) environment includes 40 internal Oracle applications. Twenty five additional applications are supported by outside vendors. The infrastructure is provided by the Virginia Information Technologies Agency Multisourcing Service Integrator (MSI) contracts. These three venues provide the platform on which the agency operates. Approximately half of the agency's 506 staff members telework, are home-based, or travel regularly. The mobile workforce is a key element in the way technology is currently being used and how it will be used in the future. New systems and enhancements to systems implemented in the last biennium include a migration to Cardinal for a financial management system, improvements to the Food Safety System, a Produce Safety System enhancements to the online Fertilizer Reporting tool, and changes to several web-based, customer-facing applications. Systems slated for replacement or enhancements in the 2020-2022 biennium that support the agency's five strategic goals and support the automation of manual processes are underway. The systems include the following. CP OCRP Charitable Solicitations Registration System AFS Agency Access Request System updates OPS Pesticide Product Registration System OPS Pesticide Business Licensing System OPS Pesticide Applicators Certification System AFIS Dairy System AFIS VIPRS document module CP OPIS Feed System CP OPIS Fertilizer System CP OPIS Lime System CP OPIS Pure Harvest Seed Sampling System CP OARS Charitable and Regulatory Programs Virginia Wine Distribution Corp Enhancements New initiatives will be underway over the next six years that include rewriting the agency's Oracle applications in MS .NET framework to add functionality and to ensure that all applications, external-facing and internal-facing can be used on any device (from desktop computers to mobile phones). VDACS may also require new applications as new regulatory programs are identified by regulation and legislation. Currently VDACS is manually managing registrations for Industrial Hemp that may require technology to support the program. VDACS manages requests for new application services using the Information Technology Investment Management (ITIM) Model and provides online services in Charitable Solicitations and Pesticide Services. Agency leadership will use these initiatives to satisfy new business requirements, improve performance, improve efficiencies, and provide improved services to constituents.

New initiatives, processes and tools are being implemented by VITA and may be implemented by other central agencies such as DOA, DHRM, DPB, Treasury, and DGS as Virginia modernizes its technology stance and infrastructure. It is anticipated that the impacts to agency resources will continue into FY 2021 and FY 2022. Some infrastructure services may be transitioned back to the agencies requiring staff to perform those duties. VDACS must support the projects required by central agencies and use resources to manage the VDACS' responsibilities that are required. Expectations include the need for multiple projects to be managed internally to protect VDACS' interests, which will influence the agency's current investment strategy. VDACS' development, project management, business analysis, development, database, infrastructure and security resources will be required during the planning and implementation periods. New ordering, billing and service processes are being implemented during the transition to the new vendors. A project manager will be required to coordinate and facilitate communications and technical work. Technical staff are required to manage the transition to new vendor

processes in the following areas: email, server/storage, security, help desk, network, desktop/pc/end user computing, telecommunications, voice and cross functional services. This will occur while continuing to maintain the current technology environment and while focusing on new initiatives required by agency management and mandates.

### **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?**

A continuing demand for streamlined and on-line services from constituents, an increasing requirement for compliance with central agency standards, policies and procedures, and minimal resources hinder the agency's ability to move forward with information technology (IT) initiatives. The Commonwealth of Virginia (COV) Security Standards, Executive Order 19, audit requirements, budget limitations, new central agency applications, new federal mandates and data standards are examples of specific mandates. New legislation requires that changes be made to Charitable Gaming fees. Although IT resources are limited, the agency will make use of Cloud offerings, the IT Contingent Labor Contract, the eGov contracts and COTS applications to fulfill requests in the changing environment. Several initiatives will require additional funding to complete on schedule and within the next several bienniums. In addition, Commonwealth requirements through Executive Order 19 to move to the cloud will be addressed in this biennium. - The change in the infrastructure contracts will continue to impact IT and all business areas. The consequences and impacts will run through 2022. VDACS will continue to have the need to provide vendor management, project management, resources for changes in agency responsibilities, and new disaster recovery service costs. - Security requirements continue to increase. The changes include increased governance by the central IT agency, increased reporting requirements, audits becoming more detailed, and increased threats from internal and outside sources. VDACS has been handling these needs with a slim security staff but has committed existing resources that equal four Full Time Equivalents (FTEs) to meet the requirements. These requirements and other mandates have minimized the forward movement of agency application development priorities. The COV Security Standards require upgrades to the agency's computing environment and require that controls be put in place in the development process. These requirements add to the project timelines, cost and resource allocation, which need to be considered in the agency planning. VDACS is currently not using the security services but is managing the requirements internally. - One of the priorities of the agency Commissioner is to ensure that constituents and customers have access to services provided by VDACS 24 x 7 and to improve the customer experience with VDACS. This initiative is an agency priority. Several projects are underway and planned in the future to improve these services that include the online services for Charitable Solicitation, Pesticide Services and Agricultural Commodities that include implementing on-line payments.

### **SECURITY SHARED SERVICES**

- VDACS is currently not using the security services but is managing the requirements internally. The Centralized Information Security Officer (ISO) Service and Centralized IT Security Audit Service offerings from VITA are being completed by the agency ISO and Internal Auditor. VDACS has a "pass" rating each year in the Commonwealth of Virginia Information Security Annual Report.

- INTERNET UTILIZATION - Network performance are being addressed in the main office and field offices. VDACS will need resources to increase the bandwidth to resolve the performance issues. - CLOUD COMPUTING SERVICES AND APPLICATION HOSTING - Software as a Service (SaaS) is an attractive option for application requests that can be solutioned in the Cloud. VDACS will need to purchase ECOS services from VITA to ensure vendor compliance. ECOS costs have not been budgeted for any cloud applications. IT INFRASTRUCTURE TRANSITION - Additional resources throughout IT will be required for the transition that includes managing the transitions, and technical staff in the security, personal computer, telecommunications, network, email, help desk, server and mobile device areas. The resources have not been budgeted. DIGITAL GOVERNMENT and BIG DATA - Additional governance will be required as technology expands and the Internet of Things (IoT) becomes more prominent and data sharing becomes more prevalent. Although the

agency has strong policies and procedures in place for mobile computing, the changing technology will require that the agency invest in digital government, ensure the security controls are in place and position itself to effectively implement the new technologies.

### **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?**

The changes necessary in IT impacts many agency lines of business, especially in the regulatory areas. IT initiatives are important because they will increase operational efficiencies and add value to the Commonwealth by increasing services to citizens. The changes must meet federal, state and regulatory mandates while incorporating an easy to use web-facing experience for our customers in addition to providing faster turnaround on services offered by the agency. The improvements will allow the agency to maximize the effectiveness of the agency's human resources.

The agency uses an IT Investment Management (ITIM) process through the Business Investment Group (BIG) to prioritize IT projects from an agency business perspective. IT projects will be addressed in several ways. Some enhancements will be handled using the new MS .NET development environment. Some new systems will be implemented using outside vendors to implement COTS applications that will be configured by vendors and housed in either the private COV or public government cloud. New systems may be implemented as SaaS. Enhancements will also be addressed using outside vendors that focus on their application's niche market or use of contract developers to enhance .NET applications. VDACS portfolio of applications is significant with over 60 unique applications in production.

Funding is available through select nongeneral fund programs for several initiatives. Funding for projects related to general fund programs is limited, and the funding disparity between program areas complicates IT project prioritization. The Department of Agriculture and Consumer Services' diverse programs are supported by a variety of funding sources including general fund support (50.4%), user fees (8.7 percent), commodity grading fees (9.8 percent), commodity board self-assessments (13.8 percent) and federal grants (17.3 percent). Internal staff will be assigned to all projects in progress. Contract staff will be used based on the individual project needs and available funding through a project-based procurement or via staff augmentation services.

- IT staff requires additional training to create applications using the new .NET Framework development tools. Extensive introductory training has been completed.

- In addition to IT staff and agency subject matter experts, contract staff will be used to support the agency initiatives as needed.

- Other systems will be acquired using eGov contracts and/or COTS applications.

The solutions critical to the agency include the following new systems and system enhancements

- Online CP OCRP Charitable Solicitations Registration Tool

- Online OPS Pesticide Product Registration, Business Licensing and Applicator Certification Tool
- Enhancements to AFS Agency Access Request
- AFIS Dairy System Enhancements
- AFIS VIPRS document module
- CP OPIS Feed System online services
- CP OPIS Fertilizer System online services
- CP OPIS Lime System online services
- CP OPIS Pure Harvest Seed Sampling System enhancements
- CP OARS Charitable and Regulatory Programs enhancements
- Virginia Wine Distribution Corp enhancements - New Industrial Hemp Systems
- Cloud Initiatives
- Cardinal Human Capital Management Project (HCM)

A budget decision package will be submitted to the Department of Planning and Budget for the agency defined priorities or mandated projects as needed.

# Report Title: IT Strategic Plan Budget Tables

Agency: 301 Department of Agriculture & Consumer Services (VDACS)

Date: 6/4/2020

<b>Current IT Services</b>				
	<b>Costs Year 1</b>		<b>Costs Year 2</b>	
<b>Category</b>	<b>GF</b>	<b>NGF</b>	<b>GF</b>	<b>NGF</b>
<b>Projected Service Fees</b>	\$1,781,319.00	\$738,878.00	\$1,834,758.00	\$761,044.00
<b>VITA Infrastructure Changes</b>	\$130,000.00	\$90,000.00	\$130,000.00	\$90,000.00
<b>Estimated VITA Infrastructure</b>	\$1,911,319.00	\$828,878.00	\$1,964,758.00	\$851,044.00
<b>Specialized Infrastructure</b>	\$810,645.00	\$170,268.00	\$810,645.00	\$170,268.00
<b>Agency IT Staff</b>	\$1,581,303.00	\$453,721.00	\$1,581,303.00	\$453,721.00
<b>Non-agency IT Staff</b>	\$240,307.00	\$285,681.00	\$240,307.00	\$285,681.00
<b>Cloud Computing Service</b>	\$409,500.00	\$266,000.00	\$175,500.00	\$114,000.00
<b>Other Application Costs</b>	\$399,065.00	\$56,519.00	\$399,065.00	\$56,519.00
<b>Total</b>	\$5,352,139.00	\$2,061,067.00	\$5,171,578.00	\$1,931,233.00
<b>Proposed IT Investments</b>				
	<b>Costs Year 1</b>		<b>Costs Year 2</b>	
<b>Category</b>	<b>GF</b>	<b>NGF</b>	<b>GF</b>	<b>NGF</b>
<b>Major IT Projects</b>	\$0.00	\$0.00	\$0.00	\$0.00
<b>Non-Major IT Projects</b>	\$0.00	\$84,600.00	\$0.00	\$0.00
<b>Agency-Level IT Projects</b>	\$526,000.00	\$298,000.00	\$405,000.00	\$286,000.00
<b>Major Stand Alone IT Procurements</b>	\$0.00	\$0.00	\$0.00	\$0.00
<b>Non-Major Stand Alone IT Procurements</b>	\$0.00	\$0.00	\$0.00	\$0.00
<b>Agency-Level Stand Alone IT Procurements</b>	\$50,000.00	\$50,000.00	\$70,000.00	\$70,000.00
<b>Procurement Adjustment for Staffing</b>	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total</b>	\$576,000.00	\$432,600.00	\$475,000.00	\$356,000.00
<b>Projected Total IT Budget</b>				
	<b>Costs Year 1</b>		<b>Costs Year 2</b>	
<b>Category</b>	<b>GF</b>	<b>NGF</b>	<b>GF</b>	<b>NGF</b>
<b>Current IT Services</b>	\$5,352,139.00	\$2,061,067.00	\$5,171,578.00	\$1,931,233.00
<b>Proposed IT Investments</b>	\$576,000.00	\$432,600.00	\$475,000.00	\$356,000.00
<b>Total</b>	\$5,928,139.00	\$2,493,667.00	\$5,646,578.00	\$2,287,233.00

# Report Title: Business Requirements For Technology

Agency: 301 Department of Agriculture & Consumer Services (VDACS)

Date: 6/4/2020

<b>301 VDACS BRet Cloud Readiness Assessment 2018 CP OARS Certified Fertilizer Applicators</b>	
<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	1/14/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes
<b>Description:</b>	
<p>Archer ID 210488 Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.</p> <p>The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has: Started the process of creating a cloud services model Begun obtaining information about agency systems that can be migrated to a cloud environment Provided an overview of the process at the recent agency information technology resources (AITR) meeting Planned additional announcements to AITRs regarding remaining steps Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts</p> <p>Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servers at CESC to prepare for the move. This means migration to the cloud must be completed by that time. It is imperative to start planning now.</p> <p>Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.</p> <p>To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.</p>	
<b>301 VDACS BRet Cloud Readiness Assessment 2018 AFIS Animal Record Reporting System</b>	
<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	2/4/2020
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes
<b>Description:</b>	
<p>Archer ID 205233 Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.</p> <p>The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has: Started the process of creating a cloud services model Begun obtaining information about agency systems that can be migrated to a cloud environment Provided an overview of the process at the recent agency information technology resources (AITR) meeting Planned additional announcements to AITRs regarding remaining steps Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts</p>	

Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servicers at CESC to prepare for the move. This means migration to the cloud must be completed by that time. It is imperative to start planning now.

Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.

To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

### 301 VDACS BRet Cloud Readiness Assessment 2018 AFIS Dairy System

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	1/21/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes

#### Description:

Archer ID 205239

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

Started the process of creating a cloud services model

Begun obtaining information about agency systems that can be migrated to a cloud environment

Provided an overview of the process at the recent agency information technology resources (AITR) meeting

Planned additional announcements to AITRs regarding remaining steps

Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts

Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servicers at CESC to prepare for the move. This means migration to the cloud must be completed by that time. It is imperative to start planning now.

Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.

To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

### 301 VDACS BRet Cloud Readiness Assessment 2018 AFIS Dangerous Dog Registry

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	1/14/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes

#### Description:

Archer ID 205240

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

Started the process of creating a cloud services model

Begun obtaining information about agency systems that can be migrated to a cloud environment

Provided an overview of the process at the recent agency information technology resources (AITR) meeting

Planned additional announcements to AITRs regarding remaining steps

Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts

Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servers at CESC to prepare for the move. This means migration to the cloud must be completed by that time. It is imperative to start planning now.

Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.

To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

### 301 VDACS BRet Cloud Readiness Assessment 2018 AFIS Meat and Poultry System

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

**Date Submitted:** 1/14/2019

**Mandate:** Yes

**Mission Critical:** Yes

#### Description:

Archer ID 205268

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

Started the process of creating a cloud services model

Begun obtaining information about agency systems that can be migrated to a cloud environment

Provided an overview of the process at the recent agency information technology resources (AITR) meeting

Planned additional announcements to AITRs regarding remaining steps

Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts

Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servers at CESC to prepare for the move. This means migration to the cloud must be completed by that time. It is imperative to start planning now.

Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.

To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

### 301 VDACS BRet Cloud Readiness Assessment 2018 AFIS USA LIMS (Laboratory Management System)

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

**Date Submitted:** 1/7/2019



<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes
<b>Description:</b>	
<p>Archer ID 205255  Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.</p> <p>The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:  Started the process of creating a cloud services model  Begun obtaining information about agency systems that can be migrated to a cloud environment  Provided an overview of the process at the recent agency information technology resources (AITR) meeting  Planned additional announcements to AITRs regarding remaining steps  Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts</p> <p>Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servers at CESC to prepare for the move. This means migration to the cloud must be completed by that time. It is imperative to start planning now.</p> <p>Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.</p> <p>To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.</p>	
<b>301 VDACS BRet Cloud Readiness Assessment 2018 AFIS VIPRS</b>	
<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	1/14/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes
<b>Description:</b>	
<p>Archer ID 205248  Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.</p> <p>The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:  Started the process of creating a cloud services model  Begun obtaining information about agency systems that can be migrated to a cloud environment  Provided an overview of the process at the recent agency information technology resources (AITR) meeting  Planned additional announcements to AITRs regarding remaining steps  Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts</p> <p>Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servers at CESC to prepare for the move. This means migration to the cloud must be completed by that time. It is imperative to start planning now.</p> <p>Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.</p> <p>To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-</p>	

enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

### 301 VDACS BRet Cloud Readiness Assessment 2018 AFS Agency Access Request System

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

**Date Submitted:** 1/14/2019

**Mandate:** Yes

**Mission Critical:** Yes

#### Description:

Archer ID 205227

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

Started the process of creating a cloud services model

Begun obtaining information about agency systems that can be migrated to a cloud environment

Provided an overview of the process at the recent agency information technology resources (AITR) meeting

Planned additional announcements to AITRs regarding remaining steps

Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts

Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servicers at CESC to prepare for the move. This means migration to the cloud must be completed by that time. It is imperative to start planning now.

Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.

To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

### 301 VDACS BRet Cloud Readiness Assessment 2018 AFS Agency Parking System

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

**Date Submitted:** 1/14/2019

**Mandate:** Yes

**Mission Critical:** Yes

#### Description:

Archer ID 205231

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

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Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servicers at CESC to prepare for the move.

This means migration to the cloud must be completed by that time. It is imperative to start planning now.

Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.

To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

### 301 VDACS BRet Cloud Readiness Assessment 2018 AFS Agency Vehicle System

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	1/14/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes

#### Description:

Archer ID 210504

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

Started the process of creating a cloud services model

Begun obtaining information about agency systems that can be migrated to a cloud environment

Provided an overview of the process at the recent agency information technology resources (AITR) meeting

Planned additional announcements to AITRs regarding remaining steps

Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts

Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servers at CESC to prepare for the move.

This means migration to the cloud must be completed by that time. It is imperative to start planning now.

Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.

To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

### 301 VDACS BRet Cloud Readiness Assessment 2018 AFS Budsys System

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	1/14/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes

#### Description:

Archer ID 228236

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

Started the process of creating a cloud services model  
 Begun obtaining information about agency systems that can be migrated to a cloud environment  
 Provided an overview of the process at the recent agency information technology resources (AITR) meeting  
 Planned additional announcements to AITRs regarding remaining steps  
 Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts

Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servicers at CESC to prepare for the move. This means migration to the cloud must be completed by that time. It is imperative to start planning now.

Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.

To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

**301 VDACS BRet Cloud Readiness Assessment 2018 AFS FINSYS System**

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	1/14/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes

**Description:**

Archer ID 205247  
 Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

Started the process of creating a cloud services model  
 Begun obtaining information about agency systems that can be migrated to a cloud environment  
 Provided an overview of the process at the recent agency information technology resources (AITR) meeting  
 Planned additional announcements to AITRs regarding remaining steps  
 Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts

Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servicers at CESC to prepare for the move. This means migration to the cloud must be completed by that time. It is imperative to start planning now.

Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.

To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

**301 VDACS BRet Cloud Readiness Assessment 2018 AFS IS AMEX Requisition Tracking System**

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	1/14/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes

**Description:**

Archer ID 205251

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

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Begun obtaining information about agency systems that can be migrated to a cloud environment

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Planned additional announcements to AITRs regarding remaining steps

Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts

Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servers at CESC to prepare for the move.

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Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.

To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

**301 VDACS BRet Cloud Readiness Assessment 2018 AFS IS Report Server Assignment System****BRT Type:**

Business Requirement for Existing Technology

**Date Submitted:**

1/14/2019

**Mandate:**

Yes

**Mission Critical:**

Yes

**Description:**

Archer ID 205252

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

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Begun obtaining information about agency systems that can be migrated to a cloud environment

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Planned additional announcements to AITRs regarding remaining steps

Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts

Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servers at CESC to prepare for the move.

This means migration to the cloud must be completed by that time. It is imperative to start planning now.

Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.

To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

<b>301 VDACS BRet Cloud Readiness Assessment 2018 AFS P2000</b>	
<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	1/14/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes
<b>Description:</b>	
<p>Archer ID 450737  Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.</p> <p>The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:  Started the process of creating a cloud services model  Begun obtaining information about agency systems that can be migrated to a cloud environment  Provided an overview of the process at the recent agency information technology resources (AITR) meeting  Planned additional announcements to AITRs regarding remaining steps  Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts</p> <p>Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servicers at CESC to prepare for the move. This means migration to the cloud must be completed by that time. It is imperative to start planning now.</p> <p>Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.</p> <p>To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.</p>	
<b>301 VDACS BRet Cloud Readiness Assessment 2018 AFS Revenue Management System</b>	
<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	1/14/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes
<b>Description:</b>	
<p>Archer ID 205314  Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.</p> <p>The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:  Started the process of creating a cloud services model  Begun obtaining information about agency systems that can be migrated to a cloud environment  Provided an overview of the process at the recent agency information technology resources (AITR) meeting  Planned additional announcements to AITRs regarding remaining steps  Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts</p> <p>Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servicers at CESC to prepare for the move. This means migration to the cloud must be completed by that time. It is imperative to start planning now.</p>	

Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.

To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

**301 VDACS BRet Cloud Readiness Assessment 2018 AFS VDACS APEX Account Maintenance System**

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	1/14/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes

**Description:**

Archer ID 210490

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

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Begun obtaining information about agency systems that can be migrated to a cloud environment

Provided an overview of the process at the recent agency information technology resources (AITR) meeting

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Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts

Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servers at CESC to prepare for the move.

This means migration to the cloud must be completed by that time. It is imperative to start planning now.

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**301 VDACS BRet Cloud Readiness Assessment 2018 AFS VDACS Application Security Administration System**

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	1/14/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes

**Description:**

Archer ID 210489

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

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Begun obtaining information about agency systems that can be migrated to a cloud environment

Provided an overview of the process at the recent agency information technology resources (AITR) meeting  
 Planned additional announcements to AITRs regarding remaining steps  
 Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts

Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servicers at CESC to prepare for the move. This means migration to the cloud must be completed by that time. It is imperative to start planning now.

Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.

To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

**301 VDACS BRet Cloud Readiness Assessment 2018 CO Ag and Forestral Districts**

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	1/14/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes

**Description:**

Archer ID 205225  
 Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:  
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 Begun obtaining information about agency systems that can be migrated to a cloud environment  
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 Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts

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**301 VDACS BRet Cloud Readiness Assessment 2018 CO HRO Agency Employee System**

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	1/14/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes

**Description:**



Archer ID 205228

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

Started the process of creating a cloud services model

Begun obtaining information about agency systems that can be migrated to a cloud environment

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To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

### 301 VDACS BRet Cloud Readiness Assessment 2018 CO Permits System

<b>BRT Type:</b>	Business Requirement for Existing Technology
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<b>Date Submitted:</b>	1/14/2019
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<b>Mandate:</b>	Yes
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<b>Mission Critical:</b>	Yes
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#### Description:

Archer ID 205228

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

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Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.

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**301 VDACS BRet Cloud Readiness Assessment 2018 CP OARS Beehive Grant System**

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	1/14/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes

**Description:**

Archer ID 210491

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

Started the process of creating a cloud services model

Begun obtaining information about agency systems that can be migrated to a cloud environment

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Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts

Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servers at CESC to prepare for the move.

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Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.

To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

**301 VDACS BRet Cloud Readiness Assessment 2018 CP OARS Charitable and Regulatory Programs**

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	1/14/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes

**Description:**

Archer ID 210487

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

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Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the

appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.

To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

### 301 VDACS BRet Cloud Readiness Assessment 2018 CP OCRP Charitable Gaming Financial Reporting System

<b>BRT Type:</b>	Business Requirement for Existing Technology
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<b>Date Submitted:</b>	1/14/2019
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<b>Mandate:</b>	Yes
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<b>Mission Critical:</b>	Yes
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#### Description:

Archer ID 210481

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

Started the process of creating a cloud services model

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### 301 VDACS BRet Cloud Readiness Assessment 2018 CP OCRP Charitable Solicitation Registration System

<b>BRT Type:</b>	Business Requirement for Existing Technology
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<b>Date Submitted:</b>	1/14/2019
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<b>Mandate:</b>	Yes
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<b>Mission Critical:</b>	Yes
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#### Description:

Archer ID 205235

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

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Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts

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Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.

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### **301 VDACS BRet Cloud Readiness Assessment 2018 CP OCRP Complaints System**

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	1/14/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes

#### **Description:**

Archer ID 205274

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

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Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts

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### **301 VDACS BRet Cloud Readiness Assessment 2018 CP OCRP Legal Plan Seller Registration System**

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	1/14/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes

#### **Description:**

Archer ID 205277

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take

specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

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Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servicers at CESC to prepare for the move.

This means migration to the cloud must be completed by that time. It is imperative to start planning now.

Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.

To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

### **301 VDACS BRet Cloud Readiness Assessment 2018 CP OCRP Waste Kitchen Grease Certification System**

<b>BRT Type:</b>	Business Requirement for Existing Technology
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<b>Date Submitted:</b>	1/14/2019
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<b>Mandate:</b>	Yes
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<b>Mission Critical:</b>	Yes
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#### **Description:**

Archer ID 205281

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

Started the process of creating a cloud services model

Begun obtaining information about agency systems that can be migrated to a cloud environment

Provided an overview of the process at the recent agency information technology resources (AITR) meeting

Planned additional announcements to AITRs regarding remaining steps

Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts

Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servicers at CESC to prepare for the move.

This means migration to the cloud must be completed by that time. It is imperative to start planning now.

Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.

To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

### **301 VDACS BRet Cloud Readiness Assessment 2018 CP OPIS Feed System**

<b>BRT Type:</b>	Business Requirement for Existing Technology
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<b>Date Submitted:</b>	1/14/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes

**Description:**

Archer ID 205244  
 Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:  
 Started the process of creating a cloud services model  
 Begun obtaining information about agency systems that can be migrated to a cloud environment  
 Provided an overview of the process at the recent agency information technology resources (AITR) meeting  
 Planned additional announcements to AITRs regarding remaining steps  
 Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts

Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servers at CESC to prepare for the move. This means migration to the cloud must be completed by that time. It is imperative to start planning now.

Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.

To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

**301 VDACS BRet Cloud Readiness Assessment 2018 CP OPIS Fertilizer System**

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	1/14/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes

**Description:**

Archer ID 205245  
 Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:  
 Started the process of creating a cloud services model  
 Begun obtaining information about agency systems that can be migrated to a cloud environment  
 Provided an overview of the process at the recent agency information technology resources (AITR) meeting  
 Planned additional announcements to AITRs regarding remaining steps  
 Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts

Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servers at CESC to prepare for the move. This means migration to the cloud must be completed by that time. It is imperative to start planning now.

Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.

To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

### 301 VDACS BRet Cloud Readiness Assessment 2018 CP OPIS Lime System

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	1/14/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes

#### Description:

Archer ID 205254

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

Started the process of creating a cloud services model

Begun obtaining information about agency systems that can be migrated to a cloud environment

Provided an overview of the process at the recent agency information technology resources (AITR) meeting

Planned additional announcements to AITRs regarding remaining steps

Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts

Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servers at CESC to prepare for the move. This means migration to the cloud must be completed by that time. It is imperative to start planning now.

Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.

To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

### 301 VDACS BRet Cloud Readiness Assessment 2018 CP OPIS Pure Harvest Seed Sampling System

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	1/14/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes

#### Description:

Archer ID 205310

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

Started the process of creating a cloud services model

Begun obtaining information about agency systems that can be migrated to a cloud environment

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Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts

Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servicers at CESC to prepare for the move. This means migration to the cloud must be completed by that time. It is imperative to start planning now.

Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.

To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

### 301 VDACS BRet Cloud Readiness Assessment 2018 CP OPIS Turf Fertilizer Reporting Tool

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	1/14/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes

#### Description:

Archer ID 228235

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

Started the process of creating a cloud services model

Begun obtaining information about agency systems that can be migrated to a cloud environment

Provided an overview of the process at the recent agency information technology resources (AITR) meeting

Planned additional announcements to AITRs regarding remaining steps

Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts

Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servicers at CESC to prepare for the move. This means migration to the cloud must be completed by that time. It is imperative to start planning now.

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To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

### 301 VDACS BRet Cloud Readiness Assessment 2018 CP OPIS Virginia Pollinator

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	1/14/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes

#### Description:

Archer ID 210483

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.



The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

Started the process of creating a cloud services model

Begun obtaining information about agency systems that can be migrated to a cloud environment

Provided an overview of the process at the recent agency information technology resources (AITR) meeting

Planned additional announcements to AITRs regarding remaining steps

Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts

Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servers at CESC to prepare for the move. This means migration to the cloud must be completed by that time. It is imperative to start planning now.

Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.

To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

### 301 VDACS BRet Cloud Readiness Assessment 2018 CP OWM Weights and Measures Service Agency Licensing System

<b>BRT Type:</b>	Business Requirement for Existing Technology
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<b>Date Submitted:</b>	1/14/2019
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<b>Mandate:</b>	Yes
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<b>Mission Critical:</b>	Yes
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#### Description:

Archer ID 205318

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

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### 301 VDACS BRet Cloud Readiness Assessment 2018 CP Work Reporting System

<b>BRT Type:</b>	Business Requirement for Existing Technology
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<b>Date Submitted:</b>	1/14/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes

**Description:**

Archer ID 205280  
 Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

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- Begun obtaining information about agency systems that can be migrated to a cloud environment
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**301 VDACS BRet Cloud Readiness Assessment 2018 MKT Agency Mailing Label System**

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	1/14/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes

**Description:**

Archer ID 205230  
 Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

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- Begun obtaining information about agency systems that can be migrated to a cloud environment
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### 301 VDACS BRet Cloud Readiness Assessment 2018 MKT Market News Constituency Notification System

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	1/14/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes

#### Description:

Archer ID 205257

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

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To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

### 301 VDACS BRet Cloud Readiness Assessment 2018 MKT Market News Livestock Reporting System

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	1/14/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes

#### Description:

Archer ID 205259

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

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**301 VDACS BRet Cloud Readiness Assessment 2018 MKT Marketing Client Database**

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	1/14/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes

**Description:**

Archer ID 205260

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

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Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.

To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

**301 VDACS BRet Cloud Readiness Assessment 2018 MKT Marketing Commodity Services System**

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	1/14/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes

**Description:**

Archer ID 205261

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

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### 301 VDACS BRet Cloud Readiness Assessment 2018 MKT Marketing Food Distribution

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

**Date Submitted:** 1/14/2019

**Mandate:** Yes

**Mission Critical:** Yes

#### Description:

Archer ID 205262

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

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To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

### 301 VDACS BRet Cloud Readiness Assessment 2018 MKT Suffolk Parts Inventory System

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

**Date Submitted:** 1/14/2019

<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes
<b>Description:</b>	
<p>Archer ID 205266 Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.</p> <p>The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:  Started the process of creating a cloud services model  Begun obtaining information about agency systems that can be migrated to a cloud environment  Provided an overview of the process at the recent agency information technology resources (AITR) meeting  Planned additional announcements to AITRs regarding remaining steps  Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts</p> <p>Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servers at CESC to prepare for the move. This means migration to the cloud must be completed by that time. It is imperative to start planning now.</p> <p>Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.</p> <p>To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.</p>	
<b>301 VDACS BRet Cloud Readiness Assessment 2018 OPS Pesticide Applicators Certification System</b>	
<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	1/14/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes
<b>Description:</b>	
<p>Archer ID 205290 Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.</p> <p>The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:  Started the process of creating a cloud services model  Begun obtaining information about agency systems that can be migrated to a cloud environment  Provided an overview of the process at the recent agency information technology resources (AITR) meeting  Planned additional announcements to AITRs regarding remaining steps  Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts</p> <p>Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servers at CESC to prepare for the move. This means migration to the cloud must be completed by that time. It is imperative to start planning now.</p> <p>Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.</p> <p>To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-</p>	

enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

### 301 VDACS BRet Cloud Readiness Assessment 2018 OPS Pesticide Business Licensing System

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

**Date Submitted:** 1/14/2019

**Mandate:** Yes

**Mission Critical:** Yes

#### Description:

Archer ID 205291

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

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Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servicers at CESC to prepare for the move. This means migration to the cloud must be completed by that time. It is imperative to start planning now.

Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.

To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

### 301 VDACS BRet Cloud Readiness Assessment 2018 OPS Pesticide Cost System

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

**Date Submitted:** 1/14/2019

**Mandate:** Yes

**Mission Critical:** Yes

#### Description:

Archer ID 205292

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

Started the process of creating a cloud services model

Begun obtaining information about agency systems that can be migrated to a cloud environment

Provided an overview of the process at the recent agency information technology resources (AITR) meeting

Planned additional announcements to AITRs regarding remaining steps

Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts

Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servicers at CESC to prepare for the move.

This means migration to the cloud must be completed by that time. It is imperative to start planning now.

Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.

To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

### 301 VDACS BRet Cloud Readiness Assessment 2018 OPS Pesticide Enforcement System

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	1/14/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes

#### Description:

Archer ID 205294

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

Started the process of creating a cloud services model

Begun obtaining information about agency systems that can be migrated to a cloud environment

Provided an overview of the process at the recent agency information technology resources (AITR) meeting

Planned additional announcements to AITRs regarding remaining steps

Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts

Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servers at CESC to prepare for the move.

This means migration to the cloud must be completed by that time. It is imperative to start planning now.

Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.

To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

### 301 VDACS BRet Cloud Readiness Assessment 2018 OPS Pesticide Product Registration System

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	1/14/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes

#### Description:

Archer ID 205297

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:



Started the process of creating a cloud services model  
 Begun obtaining information about agency systems that can be migrated to a cloud environment  
 Provided an overview of the process at the recent agency information technology resources (AITR) meeting  
 Planned additional announcements to AITRs regarding remaining steps  
 Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts

Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servicers at CESC to prepare for the move. This means migration to the cloud must be completed by that time. It is imperative to start planning now.

Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle.

To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

**BReT - Agency Application Re-engineering and Enhancements**

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	7/17/2019
<b>Mandate:</b>	No
<b>Mission Critical:</b>	Yes

**Description:**

Several existing systems are slated for replacement or significant enhancements which are necessary to ensure that the applications are in compliance with the Commonwealth Policies and Standards and that audit requirements are met. The applications in line for enhancements and modifications include the following systems.

- Charitable Solicitation Registration System
- Market News Constituency Notification
- Charitable Gaming Financial Reporting
- Agency Access Request
- Pesticide Product Registration
- Pesticide Business Licenses
- Pesticide Applicator Certification
- Farmlink Database enhancements
- Dairy Services System enhancements
- Food Safety VIPRS Document Upload
- Office of Product and Industry Standards (feed, fertilizer, lime, seed systems)
- Charitable Gaming online registrations/licenses
- Virginia Wine Distribution Corp Enhancements
- VDACS Web Application Components

Web application components that are being developed include Authentication/Registration Module, Forms/Screens Module, Communications Module, Documents Module, Online payment processing module, Workflow process module and integration module. These components are individual projects being developed for agency-wide use in other applications.

New functionality is required to enhance the customer experience, improve employee processes, increase efficiencies and provide more services for constituents.

Note: The PERL and .NET applications are currently hosted through eGov vendors. Either eGov or staff augmentation vendors will update some of the applicaitons. Internal resources will be part of the projects and will address the Access Request and Dairy Services enhancements.

VDACS is streamlining their internal processes, creating .NET shared components for all applications and form submissions, allowing for data sharing, providing GIS data for applications and creating standard operating procedures for

FOIA and public datasets. The COOP/DR coordination and planning is being updated as part of the organizations projects for streamlining internal technology processes and project governance.

#### **BReT - On-Line Services - VDACS Payment Portal**

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	7/16/2019
<b>Mandate:</b>	No
<b>Mission Critical:</b>	No

#### **Description:**

Provide customers and constituents with on-line services to perform licensing, registration, permitting and bill paying activities with VDACS. VDACS currently provides some on-line services including the ability for customers to pay their invoices online but this function needs to be expanded to many programs in the agency. The following are examples of areas that are planned to be included in this initiative. In addition, the payment function needs to be enhanced to allow for partial payments where appropriate.

- Charitable Solicitation
- Pesticide Services
- Feed, Fertilizer, and Lime

#### **BReT- NET Framework and Reports Migration**

<b>BRT Type:</b>	Business Requirement for Existing Technology
<b>Date Submitted:</b>	7/17/2019
<b>Mandate:</b>	No
<b>Mission Critical:</b>	Yes

#### **Description:**

Upgrade the agency's Oracle applications to .NET framework using server to a new version of the development tools, migrate 35 applications and test an additional 15 applications.

Re-engineer and rewrite the Oracle applications that currently exist in older technology and move them to a .NET framework environment. The new environment will provide for mobility of staff and a responsive design that should have a life of over 10 years. The move to this environment is expected to take the agency approximately 5 years to complete because the 50 applications listed above must all be rewritten in the new environment. This is a significant endeavor for the agency but will position the technology environment for the future and will position the agency to more efficiently deploy additional on-line services to customers. VDACS expectation is to spend \$150,000 per year on this initiative.

#### **BRnT - Cardinal Human Capital Management (HCM) Project**

<b>BRT Type:</b>	Business Requirement for New Technology
<b>Date Submitted:</b>	7/17/2019
<b>Mandate:</b>	Yes
<b>Mission Critical:</b>	Yes

#### **Description:**

The Cardinal Human Capital Management (HCM) Project will integrate payroll (CIPPS), BES, PMIS and TAL with Cardinal. VDACS uses data from these systems to populate the agency Employee System. The Commonwealth will now expand the Cardinal footprint to include the additional PeopleSoft modules necessary to meet the core human resource, benefits administration, time and attendance, and payroll business process requirements. This will result in the decommissioning of several legacy systems, including the state's Personnel Management Information System (PMIS), Benefits Eligibility System (BES), Time Attendance and Leave (TAL) system, and the Commonwealth Integrated Payroll/Personnel System (CIPPS).

VDACS will work with DOA and DHRM to meet the state deadlines and to develop processes that share data with these systems and VDACS systems.

**BRnT - VDACS Industrial Hemp Licensing, Registration and Inspection System**

<b>BRT Type:</b>	Business Requirement for New Technology
<b>Date Submitted:</b>	7/17/2019
<b>Mandate:</b>	No
<b>Mission Critical:</b>	No

**Description:**

The amendments to the Virginia Industrial Hemp Law became effective on March 21, 2019 and eliminate the requirement that hemp be grown for research purposes and permit the commercial production of industrial hemp. To legally possess hemp plants, viable hemp seed, hemp microgreens, hemp leaves, or hemp flowers in Virginia, you must be a registered Industrial Hemp Grower, Dealer, or Processor or an agent of one of these registrants for the purpose of growing, dealing or processing. A new system is necessary to process the registrations, licenses and inspections associated with this program.

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# Report Title: IT Strategic Plan Projects

Agency: 301 Department of Agriculture & Consumer Services (VDACS)

Date: 6/4/2020

<b>Projects</b>			
<b>EO19_VDACS_Aggregate_Replatform</b>			
<b>Oversight and Governance Category: Category 3: Medium/medium, Medium/Low, Low/High</b>		<b>Investment Business Case Approval</b>	
<p>In order to move to the cloud, VDACS is awaiting an agreement between the COV and Oracle for an appropriate cloud solution for production, test, development database and application environment. In addition, three Windows/SQL Server applications must be moved off of physical servers and placed on virtual servers. Some hardware, application and software changes may be needed to accomplish this goal.</p>			
Planned Project Start Date: 8/1/2019		Planned Project End Date: 10/1/2021	
<b>Estimated Costs:</b>	<b>Total</b>	<b>General Fund</b>	<b>Nongeneral Fund</b>
Project Cost	\$965,000.00	\$0.00	\$0.00
Estimated project expenditures first year of biennium:	\$0.00	\$0.00	\$0.00
Estimated project expenditures second year of biennium:	\$0.00	\$0.00	\$0.00
<b>Project Related Procurements</b>			
There are no procurements for this project			

## **Report Title: IT Strategic Plan Procurements**

**Agency:** 301 Department of Agriculture & Consumer Services (VDACS)

**Date:** 6/4/2020

<b>Stand Alone Procurements:</b>
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There are no stand alone procurements for this agency.