

**CALIFORNIA COASTAL COMMISSION**

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# W6c

February 21, 2017

**TO:** Coastal Commission and Interested Persons

**FROM:** John Ainsworth, Executive Director  
Susan Hansch, Chief Deputy Director  
Alfred Wanger, Deputy Director  
Pamela Wu, Chief, Fiscal & Business Services  
Jessica Chan, Fiscal & Business Services Analyst

**SUBJECT:** **Interagency Agreement Amendment and Interagency Agreement with the Department of Water Resources for Information Technology (IT) shared-services and/or computer resources for public hearing and Commission action, Item W6c, Wednesday, March 8, 2017.**

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## **STAFF RECOMMENDATION:**

Staff recommends that the California Coastal Commission (Commission) authorize the Executive Director or his designee to enter into: (1) an interagency agreement amendment with the Department of Water Resources (DWR) for an amount not to exceed \$114,004.93 for IT shared-services and virtual computing resources for Fiscal Year 2016-2017; (2) an interagency agreement with the Department of Water Resources for an amount not to exceed \$415,582.30 for IT shared-services and virtual computing resources for a period of three (3) years from July 1, 2017, through June 30, 2020. The staff also recommends that the Commission delegate the future responsibility for review, approval, execution, and oversight of future interagency agreements with DWR for IT shared-services and virtual computing resources to the Executive Director or his designee.

## **MOTION I:**

*“I move that the Commission authorize the Executive Director or his designee to enter into an interagency agreement amendment with the Department of Water Resources for an amount not to exceed \$114,004.93 for IT shared-services and virtual computing resources for Fiscal Year 2016-2017 to support the continued operation of the Commission’s Coastal Data Management System (CDMS).”*

Staff recommends a **YES** vote.

## **MOTION II:**

*“I move that the Commission authorize the Executive Director or his designee to enter into an interagency agreement with the Department of Water Resources for an amount not to exceed \$415,582.30 for IT shared-services and virtual computing resources for a period of three years, from July 1, 2017 through June 30, 2020, to support the continued operation of the Commission’s Coastal Data Management System (CDMS), and delegate authority to the Executive Director, or his designee, to enter into such agreements in the future.”*

Staff recommends a **YES** vote.

## **BACKGROUND**

The California Technology Agency issued Information Technology Policy Letter 10-14 (ITPL 10-14) dated October 29, 2010, which imposed a requirement that public-facing applications must be located at a state approved Tier III-equivalent data center. During the development of the Commission’s Coastal Data Management System (CDMS) upgrade project, Commission staff worked with staff at the Department of Water Resources Data Center (Data Center), to plan and prepare for the installation and operation of the Commission’s CDMS at the Data Center (a state approved Tier III Data Center) to comply with the requirements of ITPL 10-14. The CDMS upgrade project was completed in May 2013.

The Commission’s CDMS is currently installed and operating in a VMware virtualized environment at the Data Center in Sacramento. The Data Center provides hosted virtual services for web, application, database and geographic information systems, and essential security and backup functions to support the CDMS. The Commission’s Wide Area Network provides Commission staff with access to the new CDMS for database, GIS and other operational functions. Commission IT staff provide operational and administrative support functions via the Commission’s Wide Area Network.

In 2014, the Commission authorized the Executive Director, or his designee, to enter into an interagency agreement with DWR for these services for a period of three (3) years from July 1, 2014 through June 30, 2017, at an amount not to exceed \$215,555. During the contract term, additional IT services have been made available by DWR through the existing interagency agreement. The additional cost for the Commission’s actual usage is \$114,004.93, for a grand total of \$329,559.93 over the three year agreement.

## **CONTRACT SPECIFICATIONS**

The cost for the services included in the interagency agreement (IAA) amendment, for Fiscal Year 2016-2017, and the new IAA for the three year period from July 1, 2017 through June 30, 2020, is based on the CNRA Shared Service Catalogue, which identifies the line item costs for shared services and virtual computing resources for the CDMS based on the design and operation specifications and requirements identified by Accela, Inc., the software vendor for selected Accela Automation software systems.

These services include: Virtual Services for the Accela Application, Database, Web, GIS, and Citizen Access Servers; memory; data storage; database software licensing; data backup systems; and network connection and shared data center costs for operation of the CDMS in both the Test and Development and Production environments at the Data Center. The cost estimates for these services are based on a maximum expected use of these Data Center resources.

## **CONCLUSION**

Staff recommends that the Commission authorize the Executive Director or his designee to enter into: (1) an interagency agreement amendment for Fiscal Year 2016-2017; (2) an interagency agreement for a period of three (3) years, from July 1, 2017 through June 30, 2020, with the Department of Water Resources for IT shared-services and virtual computing resources at the Data Center, and to delegate authority to the Executive Director or his designee to enter into such agreements in the future.

The motions are on pages 1 and 2 of this staff report