COLORADO
Office of State Planning
& Budgeting

December 10, 2021

The Honorable Jeff Bridges
Chair, Joint Technology Committee
State Capitol Building, Room 029
Denver, CO 80203

RE: OSPB Submission of the FY 2021-22 Supplemental and FY 2022-23 Budget Amendment IT
Capital Requests

Dear Chair Bridges,

As required by Section 24-37-304(1)(c.3)(I), C.R.S., the Governor's Office of State Planning
and Budgeting is providing the non-prioritized FY 2021-22 IT capital supplemental requests
and FY 2022-23 budget amendment requests to the Joint Technology Committee. These
requests have not been prioritized and have not yet been recommended for funding. Any
necessary updates to prioritization and funding recommendations will be presented to the
committee by January 3, 2022.

Thank you for your consideration of the attached requests. Please contact me with any
questions or concerns.

Sincerely,

Meredith Moon

Meredith Moon
Deputy Director for Budget

Cc: Representative Brianna Titone, Vice Chair, JTC
Representative Mark Baisley, JTC
Representative Tracey Bernett, JTC
Senator Chris Kolker, JTC
Senator Kevin Priola, JTC
Luisa Altmann, Legislative Council Staff
Carolyn Kampman, Joint Budget Committee Staff
Anthony Neal-Graves, Office of Information Technology
Vanessa Reilly, Office of State Planning and Budgeting

RY_CC-IT: CAPITAL CONSTRUCTION INFORMATION TECHNOLOGY REQUEST FOR FY 2021-22

Agency or Institution: **DEC**	Signature Department or Institution Approval:	N/A
Project Title: Release(s) for UPK Support	Signature CCHE Approval:	Date
Project Year(s): Calendar: January 2022 - December 2022; FY21-22	Signature OIT Approval:	*Patricia Nord* 12/10/2021 Date
Agency or Institution Priority Number: 1	Signature OSPB Approval:	[signature] 12/10/2021 Date
Program Plan: Universal Pre-K	Name and e-mail address of preparer:	

Revision? Yes No If yes, last submission date: _____	Total Project Costs	Total Prior Year Appropriations	Current Request FY 2021-22	Year 2 Request	Year 3 Request	Year 4 Request	Year 5 Request
(1) Consultants/Contractors	$ 2,420,000	$ -	$ 2,420,000	$ -	$ -	$ -	$ -
(2) Quality Assurance	$ -	$ -	$ -	$ -	$ -	$ -	$ -
(3) Independent Verification and Validation (IV&V) (if applicable)	$ 500,000	$ -	$ 500,000	$ -	$ -	$ -	$ -
(4) Training	$ -	$ -	$ -	$ -	$ -	$ -	$ -
(5) Leased Space (Temporary)	$ -	$ -	$ -	$ -	$ -	$ -	$ -
(6) Feasibility Study	$ -	$ -	$ -	$ -	$ -	$ -	$ -
(7a) Inflation for Professional Services	$ -	$ -	$ -	$ -	$ -	$ -	$ -
(7b) Inflation Percentage Applied	$ -	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
(8) Other Services/Costs (API)	$ 355,000	$ -	$ 355,000	$ -	$ -	$ -	$ -
(9) *Total Professional Services*	$ 3,275,000	$ -	$ 3,275,000	$ -	$ -	$ -	$ -
(1) Software COTS (Salesforce if applicable)	$ 50,000	$ -	$ 50,000	$ -	$ -	$ -	$ -
(2) Software Built	$ -	$ -	$ -	$ -	$ -	$ -	$ -
(3a) Inflation on Software	$ -	$ -	$ -	$ -	$ -	$ -	$ -
(3b) Inflation Percentage Applied	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
(4) *Total Software*	$ 50,000	$ -	$ 50,000	$ -	$ -	$ -	$ -
(1) Servers	$ -	$ -	$ -		$ -	$ -	$ -
(2) PCs, Laptops, Terminals, PDAs	$ -	$ -	$ -	$ -	$ -	$ -	$ -
(3) Printers, Scanners, Peripherals	$ -	$ -	$ -	$ -	$ -	$ -	$ -
(4) Network Equipment/Cabling	$ -	$ -	$ -	$ -	$ -	$ -	$ -
(5) Other (Specify)	$ -	$ -	$ -	$ -	$ -	$ -	$ -
(6) *Miscellaneous*	$ -	$ -	$ -	$ -	$ -	$ -	$ -
(7) *Total Equipment and Miscellaneous*	$ -	$ -	$ -	$ -	$ -	$ -	$ -

(1)	5% project contingency	$	175,000	$	-	$	175,000	$	-	$	-	$	-	$	-
	Total Budget Request [A+B+C+D]	$	3,500,000	$	-	$	3,500,000	$	-	$	-	$	-	$	-
	GF	$	-	$	-	$	-	$	-	$	-	$	-	$	-
	CF	$	-	$	-	$	-	$	-	$	-	$	-	$	-
	RF	$	-	$	-	$	-	$	-	$	-	$	-	$	-
	FF	$	-	$	-	$	-	$	-	$	-	$	-	$	-

COLORADO

Governor's Office

Jared Polis
Governor

FY 2021-22 Supplemental IT Capital Request | 12.10.2021

12/10/21
Signature
Date

SUP - Department IT Capital Construction Project: 1
Department of Early Childhood Data Systems

Summary of Request	Total Funds	CCF-IT	Cash Funds	Reappropriated Funds	Federal Funds
FY 2021-22	$3.5M	$3.5M	$	$	$
FY 2022-23	$	$	$	$	$
FY 2023-24	$	$	$	$	$

Category of IT Capital Projects

System Replacement (costs escalating, failing technology, software or vendor support ended, or new technology, e.g., DRIVES, CHATS)	System Enhancement/ Regulatory Compliance (new functionality, improved process or functionality, new demand from citizens, regulatory compliance, e.g, CBMS)	Tangible Savings Process Improvement (conscious effort to reduce or avoid costs, improve efficiency, e.g., LEAN, back office automation)	Citizen Demand "The Ways Things Are" (transformative nature of technology, meet the citizens where they are, e.g., pay online, mobile access)

Category Selection: System Enhancement/ Regulatory Compliance

Budget Amendment Request Summary:
The Governor's Office on behalf of the new Department of Early Childhood requests $3.5 million in one-time General Funds. This request was developed with the technical assistance of the Governor's Office of Information and Technology, the Colorado Department of Human Services, and the Colorado Department of Education.

House Bill 21-1304 established the new Department of Early Childhood (DEC) and required the creation of a Transition Plan to be presented to the Early Childhood Leadership Commission (ECLC), the Governor, and the Joint Budget Committee of the Colorado General Assembly by November 15, 2021. Since the Transition Report and associated identified need for this project was not final prior to October submission deadline for information technology projects, this supplemental request is the result of new information. The requested funds will facilitate the expansion of current system functionalities critical to the provision of universal preschool

services for all children starting in July 2023. The final Transition Plan recommendations were unanimously approved by the Early Childhood Leadership Commission (ECLC) on November 10, 2021 and submitted to the General Assembly on November 15, 2021.

Project Description:

To support the creation of the Universal Preschool Program (UPK), current system functionality needs with the three main existing systems that support early childhood programs need to be expanded and enhanced. In depth discussions and analysis with OIT and other partners have determined that existing early childhood systems have the ability to be leveraged to include UPK while a comprehensive analysis of the entire ecosystem of systems is evaluated for long term sustainability and usability. It is anticipated that these system enhancements will be completed by Fall 2023 when UPK launches. System enhancements are needed across three main categories/systems: Providers (ATS and Licensing), Family Portal Applications (PEAK), and Case Management and Eligibility (CHATS). All impacted systems are on the Salesforce platform and have the foundation for expansion, alignment, and connection to other sources for data analytics and reporting. THe Office of Information Technology has reviewed the request and provided a statement of support.

Request Component	Dollar Amount
Provider Hub Changes	300,000
Attendance Tracking System Changes	228,000
Licensing System (DECL) Changes	300,000
UPK Case Management System Addition to-CHATS	792,000
Family Portal Changes (PEAK)	800,000
System licenses, other expenses, and contingency	1,080,000
Total	3,500,000

Provider Hub Changes
Anticipated timeline: 3-6 months
Estimated Cost: $300,000

Current functionality: The Office of Early Childhood (OEC) Child Care Provider Hub contains the following systems: QRIS, ATS, Grants Management and Operating Status modules. These systems and modules provide a variety of functionality related to provider quality rating, attendance tracking, and other provider data information.

Requested enhancements: A new UPK module to be added to the Provider Hub for all provider related requirements. This will achieve:

- Expanded universal preschool provider network. System functionality within the provider hub systems that allow a licensed childcare provider to:
  - Update their current capacity in real time (slot openings and slot occupation).
  - Complete the license application forms to apply to become a provider for Universal Preschool. This includes forms for continuation, renewal, and closure of the provider to report their most current status and maintain compliance for UPK.
  - Allow new UPK providers the ability to create their Provider Hub account and update their profile with applicable information for display during searches for available providers for UPK.
    - Applicable information may include a small description of their site and care options, address, phone number, and capacity.
  - System notifications to providers notifying them of their licensing renewal dates as well as other important milestones or deadlines.

Attendance Tracking System Changes
Anticipated timeline: 3-6 months

Estimated Cost: $228,000

Current functionality: The Attendance Tracking System (ATS) is used by providers and parents for viewing their child care enrollments and allows both parents and providers to check-in and check-out children from Day care facilities.

Requested enhancements: The following are the requested changes to ATS necessary to support the UPK program:

- Enrollment information can be sent from ATS to CHATS (eligibility system) and providers will be able to see all enrollment information in one location and by program (CCCAP, UPK, private enrollment)
- Parents can check-in and check-out their children enrolled in different child care programs in one system.
- A new page can be added to ATS to allow providers to upload the attendance information in one transaction instead of them capturing multiple check-in and check-out times one by one.
- Expand current functionality to create new accounts in ATS for new parents and ensure parents enrolled in UPK have the ability to set up their accounts and PINs.

- New reports can be added in ATS to get the UPK enrollment and payment summaries.
- Attendance files will be sent from ATS to CHATS for eligibility and payment purposes.

Licensing System (DECL) Changes

Anticipated timeline: 3-6 months
Estimated Cost: $300,000

- A new license type would be added to DECL for universal preschool providers.
- New profiles for state users may be created in DECL for reviewing and approving the UPK licensing applications.
- Similar to other provider licenses, renewal notices will be created in DECL automatically 45 or 90 days prior to the licensing end date.
- All the UPK-related providers information will be sent to the CHATS system to enable authorization functionality as well as payment purposes.

UPK Case Management System Addition to CHATS

Anticipated Timeline: 6-9 months
Estimated Cost: $792,000

Current functionality: The Child Care Automated Tracking System (CHATS) has current capability to process applications, create authorizations, associate providers, and pay providers based on attendance.

Requested enhancements: This request includes funds to leverage existing CHATS technical and business capabilities to expand CHATS functionally based on the workflow needs for universal preschool requirements including:

- Online and paper applications will be received by CHATS, and the application processing life cycle is managed through CHATS capabilities.
- Local entity groupings can be created in CHATS to process the UPK applications and align with the method of program management recommended in the Universal Preschool Recommendations Report.
- A basic rules engine module will be created to verify basic eligibility criteria such as age of the child and state residency.
- Individuals applying for preschool will be cleared with the State's Identity Management system (SIDMOD) to obtain a unique identifier. As of now, SIDMOD is connected to CHATS, CBMS, Trails and ASCES.
- All communication information (phone, email, home, language preference and mailing address) from families will be collected and entered in CHATS – this information would also be captured in PEAK and sent to CHATS to streamline data entry.
- Timely paper-based and electronic correspondence notifications for both the family and provider once an application has been processed and eligibility determination has been made, including the authorization of care.

- Authorization information will be maintained in CHATS; this includes the number of hours authorized.
- Once a child is authorized for UPK, the enrollment information will be sent to the Attendance Tracking System (ATS) where providers and parents can see the enrollment information.
- Redetermination, and case closure scheduled jobs would be created to manage the life cycle of the UPK program.
- Attendance processing batch jobs would be created/updated to process the UPK children's attendance.
- Payment batches will be created in CHATS to process payments on a weekly/monthly basis based on attendance/authorization.
- An interface would be created in CHATS to send payment information to the relevant payment processing system (CORE/CFMS/other payment system).
- Adjustment screens will be created in CHATS to alter the payments (for claims and recoveries).
- Reports will be created in CHATS to help the state and region users track enrollments, budget, and payments.
- Correspondence batch jobs would be created/updated to generate Authorization/Payment Summary notices.
- State users, regional users, universal users, system admin users, and read-only user profiles will be created in CHATS.

Family Portal Changes (PEAK)
Anticipated Timeline: 6-9 months
Estimated Cost: $800,000

Current functionality: Coloradans are applying for different public assistance programs like Food, Cash assistance, Medicaid, Childcare, SafeCare, LEAP, WIC, and other benefits through one online application via Colorado's Self-service Portal PEAK.

Requested enhancements: The UPK online application will be added to PEAK. This is done via the Universal Application process set in PEAK to help streamline applications for aid.

- A new UPK program will be added to the "Am I Eligible" module in PEAK. This module collects high level information from the family (e.g., Family member demographic information) and determines potential eligibility for different programs in the State. Once a family/child is potentially eligible for UPK program, they will be given additional information for the next steps.
  - Given the streamlined and simplified eligibility rules for UPK, the assessment can be done in this module and sent directly to CHATS using the existing integration.
- If a family decides to apply for the UPK program from the "Am I Eligible" module, then they will be redirected to the "Apply for Benefits" module in PEAK, where families can apply for the new UPK program.

- Basic information about the families (Applicant information, address, phone number, email, etc.) and the different children who want to apply for the UPK program are collected as part of the PEAK application.
- UPK related information will be displayed in the PEAK Program page.
- Any UPK related terms and conditions shall be displayed before the applicant submits the UPK application.
- Colorado residents can download a PDF of the application data that they have entered in the application.
- Application data shall be sent to CHATS in real time when the applicant submits the application in PEAK
- Added UPK branding for the online application
- Continued backend infrastructure support

System licenses and other expenses*: $1,080,000
- Licensing cost for the System components including Heroku Connect, Salesforce storage
- Licenses for OIT/OEC System admins, UPK staff, Citizens and Providers
- Other expenses include, but are not limited to storage cost, fluctuations in license cost, variations in contract rates with the vendor
- Project contingency amount

ADDITIONAL REQUEST INFORMATION	
Please indicate if three-year roll forward spending authority is required.	X Yes ❑ No
Is this a continuation of a project appropriated in a prior year?	❑ Yes X No
If this is a continuation project, what is the State Controller Project Number?	N/A
If this request affects another organization, please provide a comfort letter.	Some integration of these systems with CDHS and CDE may be required.

ESTIMATED PROJECT TIME TABLE		
Steps to be completed	**Start Date**	**Completion Date**
Provider Hub - (First to start and to run in parallel with Licensing DECL) 2886 hours 3-6 months	**4/2022**	**10/2022**
Planning and Discovery	*4/1/2022*	*5/2022*
Design and Build	*6/2022*	*8/2023*
Testing and Training	*8/2022*	*9/2022*
Go Live	*10/2022*	

Licensing System (DECL) - (First to start and to run in parallel with Provider Hub) 2858 hours 3-6 months	**4/2022**	**10/2022**
Planning and Discovery	*4/2022*	*5/2022*
Design and Build	*6/2022*	*8/2022*
Testing and Training	*8/2022*	*9/2022*
Go Live	*10/2022*	
Child Care Automated Tracking System (CHATS) - (To run in parallel with ATS)- To start 3 months after Provider Hub/ Licensing project start) 7755 hours 6+ months	**6/2022**	**12/2022**
Planning and Discovery	*6/2022*	*7/2022*
Design and Build	*8/2022*	*9/2022*
Testing and Training	*10/2022*	*11/2022*
Go Live	*12/2022*	
Attendance Tracking System (ATS) - (To run in parallel with CHATS. To start 3 months after Provider Hub/ Licensing project start) 2306 hours 3-6 months	**6/2022**	**12/2022**
Planning and Discovery	*6/2022*	*7/2022*
Design and Build	*8/2022*	*9/2022*
Testing and Training	*10/2022*	*11/2022*
Go Live	*12/2022*	
PEAK (Last to start) 5883 hours 6+ months	**6/2022**	**12/2022**
Planning and Discovery	*6/2022*	*7/2022*
Design and Build	*8/2022*	*9/2022*
Testing and Training	*10/2022*	*11/2022*
Go Live	*12/2022*	

December 2nd, 2021

Lauren Larson
Director
Office of State Planning and Budgeting
111 State Capital
Denver, Colorado 80203

RE: FY 2022-23 Budget Amendment IT Capital Request - Department of Early Childhood.

Director Larson,

Pursuant to OSPB instructions, this letter is to confirm that the Office of Information Technology [OIT] has been informed of the development and submission of this proposed FY 2022-23 IT Capital request for the Office of Information Technology (OIT). OIT and their contracted partner Deloitte will continue to develop and implement enhancements to the Provider Hub, DECL Licensing System, Attendance Tracking System [ATS], and The Child Care Automated Tracking System [CHATS] to support the upcoming launch of Universal Preschool [UPK] and the Department of Early Childhood [DEC]. OIT continues to work with the managed services partner on a plan to map out the necessary changes to PEAK, which has been proposed to be the front end of UPK.

OIT has reviewed the projects within the request to ensure that the project work aligns with statewide IT goals. With the exception of the PEAK Product, OIT and their contracted service partner Deloitte both have the capacity to deliver and meet the initial requirements (eg. role based access) of the changes to the aforementioned applications above.

Sincerely,
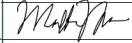
Patricia Nord
_____
Patricia Nord, OIT Budget Director

Natriece Bryant - electronically signed 12/7/2021
_____
Natriece Bryant, OIT Deputy Chief Customer Officer

RY_CC-IT: CAPITAL CONSTRUCTION INFORMATION TECHNOLOGY REQUEST FOR FY 2022-23

Department	Human Services	Signature Department Approval:	Date
Project Title	County Infrastructure Update	Signature OIT Approval:	Date
Project Year(s):	FY 2021-22	Signature OSPB Approval:	12/10/21 Date
Department Priority Number			
Five-Year Roadmap?	Yes or No	Name and e-mail address of preparer:	

Revision? Yes No If yes, last submission date: _____	**Total Project Costs**	**Total Prior Year Appropriations**	**Current Request FY 2021-22**	**Year 2 Request**	**Year 3 Request**	**Year 4 Request**	**Year 5 Request**
A. *Contract Professional Services*							
(1) Consultants/Contactors	$ 200,000	$ -	$ 200,000	$ -	$ -	$ -	$ -
(2) Quality Assurance	$ -	$ -		$ -	$ -	$ -	$ -
(3) Independent Verification and Validation	$ -	$ -	$ -	$ -	$ -	$ -	$ -
(4) Training	$ -	$ -	$ -	$ -	$ -	$ -	$ -
(5) Leased Space (Temporary)	$ -	$ -	$ -	$ -	$ -	$ -	$ -
(6) Feasibility Study	$ -	$ -	$ -	$ -	$ -	$ -	$ -
(7a) Inflation for Professional Services	$ -	$ -	$ -	$ -	$ -	$ -	$ -
(7b) Inflation Percentage Applied		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
(8) Other Services/Costs	$ -	$ -	$ -	$ -	$ -	$ -	$ -
(9) *Total Professional Services*	$ 200,000	$ -	$ 200,000	$ -	$ -	$ -	$ -
B. *Software Acquisition*							
(1) Software COTS	$ -	$ -	$ -	$ -	$ -	$ -	$ -
(2) Software Built	$ -	$ -	$ -	$ -	$ -	$ -	$ -
(3a) Inflation on Software	$ -	$ -	$ -	$ -	$ -	$ -	$ -
(3b) Inflation Percentage Applied		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
(4) *Total Software*	$ -	$ -	$ -	$ -	$ -	$ -	$ -
C. *Equipment*							
(1) Servers	$ -	$ -	$ -	$ -	$ -	$ -	$ -
(2) PCs, Laptops, Terminals, PDAs	$ -	$ -	$ -	$ -	$ -	$ -	$ -
(3) Printers, Scanners, Peripherals	$ -	$ -	$ -	$ -	$ -	$ -	$ -
(4) Network Equipment/Cabling	$ 750,690	$ -	$ 750,690	$ -	$ -	$ -	$ -
(5) Other (Specify)	$ -	$ -	$ -	$ -	$ -	$ -	$ -
(6) *Miscellaneous*	$ -	$ -	$ -	$ -	$ -	$ -	$ -
(7) *Total Equipment and Miscellaneous*	$ 750,690	$ -	$ 750,690	$ -	$ -	$ -	$ -
D. *Project Contingency*							
(1) 5% project contingency	$ -	$ -	$ -	$ -	$ -	$ -	$ -
E. *Total Request*							
Total Budget Request [A+B+C+D]	$ 950,690	$ -	$ 950,690	$ -	$ -	$ -	$ -
F. *Source of Funds*							
GF	$ 950,690	$ -	$ 950,690	$ -	$ -	$ -	$ -
CF	$ -	$ -	$ -	$ -	$ -	$ -	$ -
RF	$ -	$ -	$ -	$ -	$ -	$ -	$ -
FF	$ -	$ -	$ -	$ -	$ -	$ -	$ -
check (should = E)	$950,690	$0	$950,690	$0	$0	$0	$0

Jared Polis
Governor

Michelle Barnes
Executive Director

_____

Signature
Date

RY – Department IT Capital Construction : [priority number]

Summary of Request	Total Funds	CCF-IT	Cash Funds	Reappropriated Funds	Federal Funds
FY 2021-22	$ 950,690	$ 950,690	$ 0	$ 0	$ 0
FY 2022-23	$ 0	$ 0	$ 0	$ 0	$ 0
FY 2023-24	$ 0	$ 0	$ 0	$ 0	$ 0

Request Summary:

The Department of Human Services (DHS, Department) requests $950,690 total funds/General Fund in FY 2021-22 for system replacement of routers and switches for county human service departments to 1) ensure counties can efficiently serve clients, 2) address data security concerns, 3) increase speed and response for county staff accessing portal based applications, and 4) to lessen or mitigate the risk the current configuration poses.

As a state-supervised, county-administered health and human services system, the State agencies of the Colorado Department of Human Services (CDHS), Health Care Policy and Financing (HCPF) and the Governor's Office of Information Technology (OIT) provide a suite of services for county IT infrastructure that counties need to successfully administer services to Coloradans. A key component of those services is providing counties with the needed hardware (routers and switches) and software to securely connect to the internet which is critical for the sensitive information required to administer human services. These critical infrastructure upgrades are required to ensure operating security and performance of the Department's programs to Coloradans, including food assistance, child care assistance, child welfare, adult financial programs, and more, which are operated by county departments.

This system replacement request for 10 year old routers and switches is critical to ensure State systems delivered to county desktops are safe from attacks and meet federal requirements and Coloradans receive secure, timely access to human service benefits.

Project Description:

In Colorado's State Supervised-County Administered model of human services delivery, the Department provides the operation framework, including the technical system to complete the work, to 64 county departments of human/social services who operate the programs for Coloradans. To support county human/social services departments with their administration of services, OIT, with Consortium vendor

support (CenturyLink, Istonish, HP, SAIC and Deloitte), currently supports and manages IT infrastructure for all counties at varying levels of support. All counties are classified into two types: An Option 2 county (44 counties) is a small to medium-sized county that receives support from the state for some day-to-day IT operations, call center and help desk support. An Option 3 county (22 counties) is a larger county and often has its own fully staffed technology department. (Option 1 for support has been retired.)

For the 44 Option 2 counties, the State is responsible for infrastructure installation and support of the state-provided equipment in its entirety; this may include the following: servers, routers, laptops, desktops, and other hardware; and connectivity to the Colorado State Network (CSN) using state-provided data communications circuit(s). **The routing and switching equipment provided in the Option 2 County IT infrastructure package is critical to the security and performance of county workers who access the internet to perform all of their daily job functions.**

System replacement of the routers and switches has been requested by the 44 counties and our sister agencies OIT and HCPF. Replacing the router and switches now will save the State time in administering human services with faster internet speeds and immediately save money by not forcing DHS to buy refurbished equipment for counties as their current routers and switches no longer function.

DHS, in partnership with HCPF and OIT, plans to explore options for ongoing operating funds to ensure an adequate refresh cycle of the hardware.

Background of Problem or Opportunity:

DHS and the Governor's Office of Information Technology (OIT) have an opportunity to guide the upgrade of this network to ensure consistent and standard equipment in our counties while also ensuring **smooth connectivity to state programs and the highest level of security.** These critical infrastructure updates are required to ensure operation security and performance of the Department's programs (including food assistance, child care assistance, child welfare, adult financial programs and more) operated by county departments.

The current routing and switch equipment that the State has provided to Option 2 counties is 9-10 years old, offering minimal security and speeds. Working during the pandemic has required a considerable increase in video conferencing and video training that has highlighted the bandwidth issues caused by the out-of-date router equipment. **This year we exhausted all current options to move used equipment between counties, OIT or other State Agencies and are no longer able to meet the need for secure, timely access to the internet for our Option 2 counties.**

Justification:

Working during the pandemic has required a considerably increased amount of video conferencing and video training that has highlighted the bandwidth issues caused by the out-of-date router equipment. This year we exhausted all current options to move used equipment between counties, OIT or other State Agencies and are no longer able to meet the need for secure, timely access to the internet for our Option 2 counties.

Our only alternative is for the Department to buy refurbished equipment as the current equipment required for the out-of-date configuration is no longer manufactured. This is only a viable alternative for as long as we are able to find refurbished equipment. The current solution also only allows for a few counties each year to receive refurbished equipment to stay within our current budget. Since this path is more costly and

will not solve the issue for all counties for several years, we need the investment now to ensure human services programs are administered securely, efficiently, and within federal compliance. OIT also identified our proposed approach as a potential cost offset due to mitigation of events such as security breaches. In FY 19-20, 3 counties suffered a loss of service due to an event. Although these events were low in monetary costs, they are high in reputational costs and result in a lack of services to children and families living in Colorado.

The below table outlines all assumptions for costs to purchase the needed equipment and work with our current vendors for installation.

Site ID	County	Option	24p Switch	48p Switch	Switch Install Fees	Switch Hardware Fees	PA-200	PA-220	FW Install Fees	FW Hardware Fees	CTL NRC Total by Site
ADA	Adams	3	0	0	$0.00	$0.00		1	$1,014.09	$1,079.88	$2,093.97
ADC	Adams	3	0	0	$0.00	$0.00	1		$1,014.09	$0.00	$1,014.09
ALA	Archuleta	2	0	1	$899.70	$6,950.00	1		$1,014.09	$0.00	$8,863.79
ALC	Archuleta	2	1	0	$899.70	$4,650.00	1		$1,014.09	$0.00	$6,563.79
AMA	Alamosa	2	5	0	$4,498.50	$23,250.00		1	$1,014.09	$1,079.88	$29,842.47
AMB	Alamosa	2	1	0	$899.70	$4,650.00	1		$1,014.09	$0.00	$6,563.79
APA	Arapahoe	3	0	0	$0.00	$0.00		1	$1,014.09	$1,079.88	$2,093.97
BCA	Baca	2	1	0	$899.70	$4,650.00	1		$1,014.09	$0.00	$6,563.79
BDA	Boulder	3	0	0	$0.00	$0.00		1	$1,014.09	$1,079.88	$2,093.97
BDC	Boulder	3	0	0	$0.00	$0.00	1		$1,014.09	$0.00	$1,014.09
BFA	Broomfield	3	0	0	$0.00	$0.00		1	$1,014.09	$1,079.88	$2,093.97
BTA	Bent	2	2	0	$1,799.40	$9,300.00	1		$1,014.09	$0.00	$12,113.49
CCA	Clear Creek	2	2	0	$1,799.40	$9,300.00	1		$1,014.09	$0.00	$12,113.49
CCB	Clear Creek	2	1	0	$899.70	$4,650.00	1		$1,014.09	$0.00	$6,563.79
CEA	Cheyenne	2	1	0	$899.70	$4,650.00	1		$1,014.09	$0.00	$6,563.79
CFA	Chaffee	2	3	0	$2,699.10	$13,950.00		1	$1,014.09	$1,079.88	$18,743.07
CFB	Chaffee	2	1	0	$899.70	$4,650.00	1		$1,014.09	$0.00	$6,563.79
CJA	Conejos	2	2	0	$1,799.40	$9,300.00	1		$1,014.09	$0.00	$12,113.49
CLA	Costilla	2	2	0	$1,799.40	$9,300.00		1	$1,014.09	$1,079.88	$13,193.37
CSA	Custer	2	1	0	$899.70	$4,650.00	1		$1,014.09	$0.00	$6,563.79
CWA	Crowley	2	2	0	$1,799.40	$9,300.00	1		$1,014.09	$0.00	$12,113.49
DGA	Douglas	3	0	0	$0.00	$0.00		1	$1,014.09	$1,079.88	$2,093.97
DLA	Dolores	2	1	0	$899.70	$4,650.00	1		$1,014.09	$0.00	$6,563.79
DRC	SAIC Site	2	1	0	$899.70	$4,650.00	1		$1,014.09	$0.00	$6,563.79
DTA	Delta	3	0	0	$0.00	$0.00		1	$1,014.09	$1,079.88	$2,093.97
DVB	Denver	3	0	0	$0.00	$0.00		1	$1,014.09	$1,079.88	$2,093.97
EBB	Elbert	2	2	0	$1,799.40	$9,300.00	1		$1,014.09	$0.00	$12,113.49
EGA	Eagle	3	0	0	$0.00	$0.00		1	$1,014.09	$1,079.88	$2,093.97
EGB	Eagle	3	0	0	$0.00	$0.00	1		$1,014.09	$0.00	$1,014.09
EPA	El Paso	3	0	0	$0.00	$0.00		1	$1,014.09	$1,079.88	$2,093.97
FMA	Fremont	2	4	2	$5,398.20	$32,500.00		1	$1,014.09	$1,079.88	$39,992.17
FMB	Fremont	2	1	0	$899.70	$4,650.00	1		$1,014.09	$0.00	$6,563.79
GFA	Garfield	3	0	0	$0.00	$0.00	1		$1,014.09	$0.00	$1,014.09
GFB	Garfield	3	0	0	$0.00	$0.00	1		$1,014.09	$0.00	$1,014.09
GPA	Gilpin	2	1	0	$899.70	$4,650.00	1		$1,014.09	$0.00	$6,563.79
GRA	Grand	2	2	0	$1,799.40	$9,300.00		1	$1,014.09	$1,079.88	$13,193.37
GSA	Gunnison	2	2	0	$1,799.40	$9,300.00	1		$1,014.09	$0.00	$12,113.49
HFA	Huerfano	2	2	0	$1,799.40	$9,300.00	1		$1,014.09	$0.00	$12,113.49
HFB	Huerfano	2	1	0	$899.70	$4,650.00	1		$1,014.09	$0.00	$6,563.79
JFA	Jefferson	3	0	0	$0.00	$0.00		1	$1,014.09	$1,079.88	$2,093.97
JKA	Jackson	2	1	0	$899.70	$4,650.00	1		$1,014.09	$0.00	$6,563.79
KCA	Kit Carson	2	2	0	$1,799.40	$9,300.00	1		$1,014.09	$0.00	$12,113.49
KWA	Kiowa	2	1	0	$899.70	$4,650.00	1		$1,014.09	$0.00	$6,563.79
LAA	Las Animas	2	7	0	$6,297.90	$32,550.00		1	$1,014.09	$1,079.88	$40,941.87
LCA	Lincoln	2	2	0	$1,799.40	$9,300.00	1		$1,014.09	$0.00	$12,113.49
LGA	Logan	2	2	2	$3,598.80	$23,200.00		1	$1,014.09	$1,079.88	$28,892.77
LKA	Lake	2	3	0	$2,699.10	$13,950.00	1		$1,014.09	$0.00	$17,663.19
LMA	Larimer	3	0	0	$0.00	$0.00		1	$1,014.09	$1,079.88	$2,093.97
LPB	La Plata	3	0	0	$0.00	$0.00	1		$1,014.09	$0.00	$1,014.09
MFA	Moffat	2	2	0	$1,799.40	$9,300.00	1		$1,014.09	$0.00	$12,113.49
MGA	Morgan	2	1	2	$2,699.10	$18,550.00		1	$1,014.09	$1,079.88	$23,343.07
MSA	Mesa	3	0	0	$0.00	$0.00		1	$1,014.09	$1,079.88	$2,093.97
MTA	Montrose	3	0	0	$0.00	$0.00		1	$1,014.09	$1,079.88	$2,093.97
MZA	Montezuma	3	0	0	$0.00	$0.00		1	$1,014.09	$1,079.88	$2,093.97
ORA	Ouray	2	1	0	$899.70	$4,650.00	1		$1,014.09	$0.00	$6,563.79
OTA	Otero	2	2	1	$2,699.10	$16,250.00		1	$1,014.09	$1,079.88	$21,043.07
OTB	Otero	2	2	0	$1,799.40	$9,300.00	1		$1,014.09	$0.00	$12,113.49
PBA	Pueblo	3	0	0	$0.00	$0.00		1	$1,014.09	$1,079.88	$2,093.97
PKA	Pitkin	3	0	0	$0.00	$0.00		1	$1,014.09	$1,079.88	$2,093.97
PLA	Phillips	2	1	0	$899.70	$4,650.00	1		$1,014.09	$0.00	$6,563.79
PRA	Park	2	1	0	$899.70	$4,650.00		1	$1,014.09	$1,079.88	$7,643.67
PRB	Park	2	1	0	$899.70	$4,650.00	1		$1,014.09	$0.00	$6,563.79
PSP	Parl Street F	2	1	0	$899.70	$4,650.00	1		$1,014.09	$0.00	$6,563.79
PWA	Prowers	2	3	0	$2,699.10	$13,950.00		1	$1,014.09	$1,079.88	$18,743.07
RBA	Rio Blanco	2	1	0	$899.70	$4,650.00			$0.00	$0.00	$5,549.70
RBB	Rio Blanco	2	1	0	$899.70	$4,650.00	1		$1,014.09	$0.00	$6,563.79
RGA	Rio Grande	2	2	0	$1,799.40	$9,300.00		1	$1,014.09	$1,079.88	$13,193.37
RTA	Routt	3	0	0	$0.00	$0.00		1	$1,014.09	$1,079.88	$2,093.97
SGA	Saguache	2	2	0	$1,799.40	$9,300.00	1		$1,014.09	$0.00	$12,113.49
SGB	Saguache	2	1	0	$899.70	$4,650.00	1		$1,014.09	$0.00	$6,563.79
SJA	San Juan	3	0	0	$0.00	$0.00	1		$1,014.09	$0.00	$1,014.09
SMA	San Miquel	2	1	0	$899.70	$4,650.00	1		$1,014.09	$0.00	$6,563.79
STA	Summit	3	0	0	$0.00	$0.00	1		$1,014.09	$0.00	$1,014.09
SWA	Sedgwick	2	1	0	$899.70	$4,650.00	1		$1,014.09	$0.00	$6,563.79
TLA	Teller	2	4	0	$3,598.80	$18,600.00		1	$1,014.09	$1,079.88	$24,292.77
TLC	Teller	2	0	0	$0.00	$0.00	1		$1,014.09	$0.00	$1,014.09
TLD	Teller	2	1	0	$899.70	$4,650.00	1		$1,014.09	$0.00	$6,563.79
TRA	Training Cer	2	0	0	$0.00	$0.00		1	$1,014.09	$1,079.88	$2,093.97
WLA	Weld	3	0	0	$0.00	$0.00		1	$1,014.09	$1,079.88	$2,093.97
WSA	Washington	2	1	0	$899.70	$4,650.00	1		$1,014.09	$0.00	$6,563.79
YMA	Yuma	2	2	0	$1,799.40	$9,300.00	1		$1,014.09	$0.00	$12,113.49
IST Spares		2	5	3	$7,197.60	$44,100.00	4	3	$7,098.63	$3,239.64	$61,635.87
			97	11	$97,167.60	$527,500.00	52	35	$88,225.83	$37,795.80	$750,689.23

Consequences of inaction
Correcting the security gaps in the Option 2 county networks connections to all DHS systems eliminates the security risk and any potential security breaches. Without these upgrades, the Department could face IRS corrective action fines which are not eligible for Federal Financial Participation and would have to be paid solely by the General Fund. The IRS could also disallow the use of IRS data which would entail dire consequences, including 1) losing signification financial support of families' economic stability, 2) limiting the Department's ability to earn federal funds or meet State and federal performance measures, and 3) eliminating any chance for the Department ot earn federal performance incentives. Failing to correct the security risk will result in severe consequences that will hurt the Department, counties and, and ultimately, Colorado Families.

The only current alternative is for the Department to buy refurbished equipment for a few counties each year within our current budget. This path is more costly as the refurbished equipment will need to be replaced sooner than buying new equipment. It will also cause inequities between the counties that receive refurbished equipment sooner than others as those on the current equipment will continue to have slow internet connections and security issues. When solutioning this issue, we considered a phased system replacement instead of a full system replacement. Since there are currently no counties who could forego the needed upgrade to efficiently and securely administered human services, we are moving forward with the full system replacement request.

Implementation
OIT would engage with current Consortium vendors to procure the needed equipment and managed service installation and monitoring. This solution will contribute to outcomes of OIT will be able to assess, validate and implement appropriate disaster recovery infrastructure and processes for department-identified critical and essential applications as defined within the Application Portfolio Management System (APMS), where it may not be properly aligned to business and state OIT expectations. In addition, this effort should ensure that Continuity of Operations (COOP) requirements are taken into consideration for solution implementations.

ADDITIONAL REQUEST INFORMATION	
Please indicate if three-year roll forward spending authority is required.	❑　　Yes　　　　　　　　X　No
Is this a continuation of a project appropriated in a prior year?	❑　　Yes　　　　　　　X　No
If this is a continuation project, what is the State Controller Project Number?	
Please attach letter from OIT indicating review and approval of this project	

ESTIMATED PROJECT TIME TABLE		
Steps to be completed	**Start Date**	**Completion Date**
Contract with Current Vendor Partners	Completed	Completed
Purchase Equipment (Please note this is the largest variable due to worldwide equipment shortages)	Once funding is approved	3 months
Installation of Equipment across the State with needed Testing time	Once equipment is received	3 - 6 months
Refresh Completed	Once funding is approved	9 - 12 months
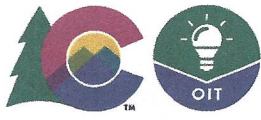
12/10/2021

Lauren Larson
Director
Office of State Planning and Budgeting
111 State Capitol
Denver, Colorado 80203

RE: FY 2022-23 Dept. of Human Services - IT CC Request - Standardization of State and County Network peripherals

Dear Director Larson:

Pursuant to OSPB instructions, this letter is to confirm that the Office of Information Technology (OIT) has been informed of the development and submission of this proposed FY 2022-23 IT Capital request for the Department of Human Services for a system replacement of routers and switches for county human service departments.

OIT has completed an internal review to ensure the project aligns with statewide IT goals and determined that OIT has the capacity to deliver and meet the requirements of the project.

Sincerely,

Patricia Nord

Patricia Nord, OIT Budget Director

Rita DeFrange, OIT CDHS IT Director