

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS
						AMOUNT
						CODES
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: ADMINISTRATION PGM						72010000
EXECUTIVE DIR/SUPPORT SVCS						72010100
GOV OPERATIONS/SUPPORT						16
EXEC LEADERSHIP/SUPPRT SVC						1602.00.00.00
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - ADD						36250C0
EXPENSES						040000
GENERAL REVENUE FUND -STATE	2,050				2,050-	1000 1
ADMINISTRATIVE TRUST FUND -STATE	40,125	18,400			21,725-	2021 1
TOTAL APPRO.....	42,175	18,400			23,775-	
SPECIAL CATEGORIES						100000
CONTRACTED SERVICES						100777
ADMINISTRATIVE TRUST FUND -STATE	106,000	106,000				2021 1
TOTAL: E-MAIL SERVICE MIGRATION FROM						36250C0
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - ADD						
TOTAL ISSUE.....	148,175	124,400			23,775-	

AGENCY ISSUE NARRATIVE:

2015-2016 BUDGET YEAR NARRATIVE: IT COMPONENT? YES
 ISSUE TITLE: E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - ADD

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:
 #25 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:
 The Department of Management Services (DMS) provides shared services to state agencies and local governments allowing them to focus on their core mission. Our goal is to provide excellence in product and service delivery. GOAL #12: To deliver and promote the development of high quality, innovative, cost efficient technology services, and in so doing provide support to state agencies and other eligible users in achieving their missions and goals.

SUMMARY:
 The Department of Management Services requests a nonrecurring increase of \$100,000 in the Contracted Services category (100777) and \$14,400 in the Expenses category (040000) in the Administrative Trust Fund (2021) within the Executive

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	POS	AGY AMD REQ FY 2015-16	POS	AGY AMD N/R FY 2015-16	POS	AGY AMD ANZ FY 2015-16	POS	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16	
AMOUNT		AMOUNT		AMOUNT		AMOUNT		AMOUNT	AMOUNT	

MANAGEMENT SRVCS, DEPT OF										72000000
PGM: ADMINISTRATION PGM										72010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>										72010100
GOV OPERATIONS/SUPPORT										16
EXEC LEADERSHIP/SUPPRT SVC										<u>1602.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - ADD										36250C0

Direction and Administration budget entity (72010100) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. The migration includes a projected recurring annual savings of \$20,000.

PROBLEM STATEMENT:

The Department currently procures e-mail services from the Southwood Shared Resource Center (SSRC), which is projected to increase in cost. The current e-mail services provided by the SSRC: do not provide tools for security, has minimal tools for compliance, provides minimal tools to simplify conference communications, provides no tools to protect agency data, are supported on aged platforms and software, have limited failover and disaster recovery services.

GENERAL INFORMATION:

This request demonstrates a funding request that proposes Software as a Server (SaaS) both for the Office 365 product and for the platform that connects DMS to Office 365. There are multiple domains that must join the Office 365 service. There are 4 total domains sharing Microsoft Enterprise Agreement services, 2 of which are entities reporting administratively to DMS.

The business reasons driving the migration to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in Office 365 not requiring implementation by state data center.

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(1) A narrative description that articulates the business needs(s) driving the agency to propose this type of approach:

A. Regarding Office 365:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibility,

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	POS	AGY AMD REQ FY 2015-16	POS	AGY AMD N/R FY 2015-16	POS	AGY AMD ANZ FY 2015-16	POS	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16	
AMOUNT		AMOUNT		AMOUNT		AMOUNT		AMOUNT	AMOUNT	

MANAGEMENT SRVCS, DEPT OF										72000000
PGM: ADMINISTRATION PGM										72010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>										72010100
GOV OPERATIONS/SUPPORT										16
EXEC LEADERSHIP/SUPPRT SVC										<u>1602.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - ADD										36250C0

simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

B. Regarding Azure platform:

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(2) A description of the various options that were analyzed:

A. Regarding e-mail service, the options were:

1. E-Mail Service Option 1 - Stay with expensive and feature limited Data Center e-mail service;
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the options analyzed were:

1. Platform Option 1 (State Data Center recommendation)
2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)
3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

(3) A summary of the agency's analysis and evaluation of the various options:

A. Regarding e-mail service, the results of the agency's analysis and evaluation prefer Option 2 for both cost and services rendered.

1. E-Mail Service Option 1: Stay with expensive and feature limited Data Center e-mail service.
2. E-Mail Service Option 2 Migrate to Office 365

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	POS AMOUNT	AGY AMD REQ FY 2015-16	POS AMOUNT	AGY AMD N/R FY 2015-16	POS AMOUNT	AGY AMD ANZ FY 2015-16	POS AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16	
MANAGEMENT SRVCS, DEPT OF									72000000	
PGM: ADMINISTRATION PGM									72010000	
<u>EXECUTIVE DIR/SUPPORT SVCS</u>									72010100	
GOV OPERATIONS/SUPPORT									16	
EXEC LEADERSHIP/SUPPRT SVC									<u>1602.00.00.00</u>	
AGENCY-WIDE INFORMATION TECHNOLOGY									3620000	
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - ADD									36250C0	

B. Regarding platform options to facilitate communication to Office 365, the results of the agency's analysis and evaluation prefer Option 3 for both cost and services rendered.

1. Platform Option 1 (State Data Center recommendation)

- (a) 5 servers for each agency
- (b) 2 DirSync, 2 ADFS, 1 proxy
- (c) \$28,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$112,000 annually for server platforms
- (e) Configuration of platforms and migration of e-mail required contracted services

2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)

- (a) 1 server for each agency
- (b) 1 DirSync
- (c) \$6,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$24,000 annually for server platforms.
- (e) Configuration of platforms and migration of e-mail required contracted services

3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

- (a) 4 servers for all agencies desiring to join
- (b) 1 ADFS, 1 DirSync, 1 web app proxy, 1 replica of AD
- (c) \$10,000 annually hosted in Azure
- (d) DMS uniquely serves 4 domains covered under the same platform
- (e) Configuration of platforms and migration of e-mail required contracted services
- (f) Azure cloud-based platform innately provides failover and disaster recovery as part of the service.

WHAT BENEFITS WILL BE OBTAINED BY FUNDING THIS ISSUE:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibly, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT	

MANAGEMENT SRVCS, DEPT OF										72000000
PGM: ADMINISTRATION PGM										72010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>										72010100
GOV OPERATIONS/SUPPORT										16
EXEC LEADERSHIP/SUPPRT SVC										<u>1602.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - ADD										36250C0

reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

The Return on Investment (ROI) is both cost savings and cost avoidance. The recurring budget related to email costs will be reduced by (\$12,500) in fiscal year 2015-2016 and by (\$7,500) in fiscal year 2016-2017. This is a total reduction of (\$20,000) annually, which will pay for the one time initial investment of \$114,400 in just over five years from a prospective of a recurring reduction of (\$20,000). Projections provided by the State Data Center (Southwood Shared Resource Center) reflect the annual email services through Data Center could increase by \$70,000 annually because the Department of Management Services will assume a large share of the cost as other Departments migrate off the email service provided by the Data Center. Through cost avoidance the initial investment of \$114,400 could be recovered in less than two years.

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE:

If not funded, the impact includes, but is not limited to: State data center costs will continue to rise, compliance will continue to be arduous (no e-mail encryption, legal hold search across mailboxes, teams sites and recorded meetings), communications and conferencing will continue to require travel, protection of agency data in e-mail will continue to have no programmatic policies or protection tools, IT overhead will continue to be high, aged and legacy server-based platforms and software will continue, and failover/disaster recovery services for e-mail will continue to be absent.

COST CALCULATIONS:

The calculations demonstrated below provide the means to have sufficient budget authority to enable the migration of e-mail services from the State Data Center to Office 365:

	Fiscal Year 2015-2016	Nonrecurring 2015-2016	Annualization 2015-2016
State Data Center AST (Multiple Programs)	(\$150,756)	0	(\$50,252)
Expenses (Multiple Programs)	\$146,656	\$14,400	\$42,752
Contracted Services	\$106,000	\$100,000	0

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY AMD REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
						CODES
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: ADMINISTRATION PGM						72010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>						72010100
GOV OPERATIONS/SUPPORT						16
EXEC LEADERSHIP/SUPPRT SVC						<u>1602.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - ADD						36250C0
Executive Direction and Administration						
Total:		\$101,900		\$114,400		(\$7,500)

Recurring Savings \$101,900 - \$114,400= (\$12,500) + (\$7,500) = (\$20,000)

Amended 2015-16 Narrative after January 30, 2015

The Department of Management Services requests to transfer budget authority of \$124,400 to the Executive Direction and Support Services budget entity (72010100) within the Administrative Trust Fund (2021) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. To fund the migration of email services to Office 365 the Department has identified the below existing budget authority to fund the issue. The originally submitted budget request remains the same with the exception of the below adjustment to provide existing budget authority to fund the issue.

Revised Cost Calculations:

	Fiscal Year
	2015-2016
Add-36250C0	
Executive Direction and Support Services:	
Expenses (040000)	\$18,400
Contacted Services (100777)	\$106,000
(Administrative Trust Fund 2021, FSI 1)	
Delete- 36260C0	
Executive Direction and Support Services:	
Mail Services (101089)	(\$50,000)
(Administrative Trust Fund 2021, FSI 1)	
Executive Direction and Support Services:	
Contracted Services	(\$30,000)

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS
						AMOUNT
						CODES
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: ADMINISTRATION PGM						72010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>						72010100
GOV OPERATIONS/SUPPORT						16
EXEC LEADERSHIP/SUPPRT SVC						<u>1602.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - ADD						36250C0
(General Revenue 1000, FSI 1)						
Departmental Programs:						
Allocated Based On Users			(\$44,400)			
Issue Total: 0						
Summary						
The Department of Management Services is requesting to amend the E-Mail Service Migration from Southwood Shared Resource Center (SSRC) To Office 365 issue to fund the issue through existing resources.						

E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0
SPECIAL CATEGORIES						100000
CONTRACTED SERVICES						100777
GENERAL REVENUE FUND -STATE			30,120-		30,120-	1000 1
ADMINISTRATIVE TRUST FUND -STATE			4,488-		4,488-	2021 1

TOTAL APPRO.....			34,608-		34,608-	
=====						
MAIL SERVICES						101089
ADMINISTRATIVE TRUST FUND -STATE			50,000-		50,000-	2021 1
=====						

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: ADMINISTRATION PGM						72010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>						72010100
GOV OPERATIONS/SUPPORT						16
EXEC LEADERSHIP/SUPPRT SVC						<u>1602.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0
DATA PROCESSING SERVICES						210000
STATE DATA CENTER - AST						210001
GENERAL REVENUE FUND -STATE	2,410-				2,410	1000 1
ADMINISTRATIVE TRUST FUND -STATE	25,536-				25,536	2021 1
TOTAL APPRO.....	27,946-				27,946	
TOTAL: E-MAIL SERVICE MIGRATION FROM						36260C0
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						
TOTAL ISSUE.....	27,946-	84,608-			56,662-	

AGENCY ISSUE NARRATIVE:

2015-2016 BUDGET YEAR NARRATIVE: IT COMPONENT? YES
 ISSUE TITLE: E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - DEDUCT

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:
 #25 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:
 The Department of Management Services (DMS) provides shared services to state agencies and local governments allowing them to focus on their core mission. Our goal is to provide excellence in product and service delivery. GOAL #12: To deliver and promote the development of high quality, innovative, cost efficient technology services, and in so doing provide support to state agencies and other eligible users in achieving their missions and goals.

SUMMARY:
 The Department of Management Services requests a nonrecurring increase of \$100,000 in the Contracted Services category (100777) and \$14,400 in the Expenses category (040000) in the Administrative Trust Fund (2021) within the Executive Direction and Administration budget entity (72010100) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. The migration includes a projected recurring annual savings of \$20,000.

PROBLEM STATEMENT:
 The Department currently procures e-mail services from the Southwood Shared Resource Center (SSRC), which is projected to

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	POS	AGY AMD REQ FY 2015-16	POS	AGY AMD N/R FY 2015-16	POS	AGY AMD ANZ FY 2015-16	POS	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16	
AMOUNT		AMOUNT		AMOUNT		AMOUNT		AMOUNT	AMOUNT	

MANAGEMENT SRVCS, DEPT OF										72000000
PGM: ADMINISTRATION PGM										72010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>										72010100
GOV OPERATIONS/SUPPORT										16
EXEC LEADERSHIP/SUPPRT SVC										<u>1602.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - DEDUCT										36260C0

increase in cost. The current e-mail services provided by the SSRC: do not provide tools for security, has minimal tools for compliance, provides minimal tools to simplify conference communications, provides no tools to protect agency data, are supported on aged platforms and software, have limited failover and disaster recovery services.

GENERAL INFORMATION:

This request demonstrates a funding request that proposes Software as a Server (SaaS) both for the Office 365 product and for the platform that connects DMS to Office 365. There are multiple domains that must join the Office 365 service. There are 4 total domains sharing Microsoft Enterprise Agreement services, 2 of which are entities reporting administratively to DMS.

The business reasons driving the migration to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in Office 365 not requiring implementation by state data center.

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(1) A narrative description that articulates the business needs(s) driving the agency to propose this type of approach:

A. Office 365:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD REQ FY 2015-16	AGY FIN REQ FY 2015-16	OVER(UNDER)	AGY FIN REQ FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
										72000000
										72010000
										72010100
										16
										<u>1602.00.00.00</u>
										3620000
										36260C0

MANAGEMENT SRVCS, DEPT OF
 PGM: ADMINISTRATION PGM
EXECUTIVE DIR/SUPPORT SVCS
 GOV OPERATIONS/SUPPORT
 EXEC LEADERSHIP/SUPPRT SVC
 AGENCY-WIDE INFORMATION TECHNOLOGY
 E-MAIL SERVICE MIGRATION FROM
 SOUTHWOOD SHARED RESOURCE CENTER
 (SSRC) TO OFFICE 365 - DEDUCT

supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

B. Regarding Azure platform:

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(2) A description of the various options that were analyzed:

A. Regarding e-mail service, the options were:

1. E-Mail Service Option 1 - Stay with expensive and feature limited Data Center e-mail service;
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the options analyzed were:

1. Platform Option 1 (State Data Center recommendation)
2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)
3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

(3) A summary of the agency's analysis and evaluation of the various options:

A. Regarding e-mail service, the results of the agency's analysis and evaluation prefer Option 2 for both cost and services rendered.

1. E-Mail Service Option 1: Stay with expensive and feature limited Data Center e-mail service.
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the results of the agency's analysis and evaluation prefer Option 3 for both cost and services rendered.

1. Platform Option 1 (State Data Center recommendation)

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	POS	AGY AMD REQ FY 2015-16	POS	AGY AMD N/R FY 2015-16	POS	AGY AMD ANZ FY 2015-16	POS	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16	
AMOUNT		AMOUNT		AMOUNT		AMOUNT		AMOUNT	AMOUNT	

MANAGEMENT SRVCS, DEPT OF										72000000
PGM: ADMINISTRATION PGM										72010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>										72010100
GOV OPERATIONS/SUPPORT										16
EXEC LEADERSHIP/SUPPRT SVC										<u>1602.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - DEDUCT										36260C0

- (a) 5 servers for each agency
- (b) 2 DirSync, 2 ADFS, 1 proxy
- (c) \$28,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$112,000 annually for server platforms
- (e) Configuration of platforms and migration of e-mail required contracted services

2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)

- (a) 1 server for each agency
- (b) 1 DirSync
- (c) \$6,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$24,000 annually for server platforms.
- (e) Configuration of platforms and migration of e-mail required contracted services

3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

- (a) 4 servers for all agencies desiring to join
- (b) 1 ADFS, 1 DirSync, 1 web app proxy, 1 replica of AD
- (c) \$10,000 annually hosted in Azure
- (d) DMS uniquely serves 4 domains covered under the same platform
- (e) Configuration of platforms and migration of e-mail required contracted services
- (f) Azure cloud-based platform innately provides failover and disaster recovery as part of the service.

WHAT BENEFITS WILL BE OBTAINED BY FUNDING THIS ISSUE:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibly, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	POS	AGY AMD REQ FY 2015-16	POS	AGY AMD N/R FY 2015-16	POS	AGY AMD ANZ FY 2015-16	POS	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16	
AMOUNT		AMOUNT		AMOUNT		AMOUNT		AMOUNT	AMOUNT	

MANAGEMENT SRVCS, DEPT OF										72000000
PGM: ADMINISTRATION PGM										72010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>										72010100
GOV OPERATIONS/SUPPORT										16
EXEC LEADERSHIP/SUPPRT SVC										<u>1602.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - DEDUCT										36260C0

The Return on Investment (ROI) is both cost savings and cost avoidance. The recurring budget related to email costs will be reduced by (\$12,500) in fiscal year 2015-2016 and by (\$7,500) in fiscal year 2016-2017. This is a total reduction of (\$20,000) annually, which will pay for the one time initial investment of \$114,400 in just over five years from a prospective of a recurring reduction of (\$20,000). Projections provided by the State Data Center (Southwood Shared Resource Center) reflect the annual email services through Data Center could increase by \$70,000 annually because the Department of Management Services will assume a large share of the cost as other Departments migrate off the email service provided by the Data Center. Through cost avoidance the initial investment of \$114,400 could be recovered in less than two years.

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE:

If not funded, the impact includes, but is not limited to: State data center costs will continue to rise, compliance will continue to be arduous (no e-mail encryption, legal hold search across mailboxes, teams sites and recorded meetings), communications and conferencing will continue to require travel, protection of agency data in e-mail will continue to have no programmatic policies or protection tools, IT overhead will continue to be high, aged and legacy server-based platforms and software will continue, and failover/disaster recovery services for e-mail will continue to be absent.

COST CALCULATIONS:

The calculations demonstrated below provide the means to have sufficient budget authority to enable the migration of e-mail services from the State Data Center to Office 365:

	Fiscal Year 2015-2016	Nonrecurring 2015-2016	Annualization 2015-2016
State Data Center AST (Multiple Programs)	(\$150,756)	0	(\$50,252)
Expenses (Multiple Programs)	\$146,656	\$14,400	\$42,752
Contracted Services Executive Direction and Administration	\$106,000	\$100,000	0
Total:	\$101,900	\$114,400	(\$7,500)

Recurring Savings \$101,900 - \$114,400 = (\$12,500) + (\$7,500) = (\$20,000)

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF										72000000
PGM: ADMINISTRATION PGM										72010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>										72010100
GOV OPERATIONS/SUPPORT										16
EXEC LEADERSHIP/SUPPRT SVC										<u>1602.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - DEDUCT										36260C0

Amended 2015-16 Narrative after January 30, 2015

The Department of Management Services requests to transfer budget authority of \$124,400 to the Executive Direction and Support Services budget entity (72010100) within the Administrative Trust Fund (2021) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. To fund the migration of email services to Office 365 the Department has identified the below existing budget authority to fund the issue. The originally submitted budget request remains the same with the exception of the below adjustment to provide existing budget authority to fund the issue.

Revised Cost Calculations:

	Fiscal Year 2015-2016
Add-36250C0	
Executive Direction and Support Services:	
Expenses (040000)	\$18,400
Contacted Services (100777)	\$106,000
(Administrative Trust Fund 2021, FSI 1)	
Delete- 36260C0	
Executive Direction and Support Services:	
Mail Services (101089)	(\$50,000)
(Administrative Trust Fund 2021, FSI 1)	
Executive Direction and Support Services:	
Contracted Services	(\$30,000)
(General Revenue 1000, FSI 1)	
Departmental Programs:	
Allocated Based On Users	(\$44,400)
Issue Total: 0	

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	POS AMOUNT	AGY AMD REQ FY 2015-16	POS AMOUNT	AGY AMD N/R FY 2015-16	POS AMOUNT	AGY AMD ANZ FY 2015-16	POS AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16	

MANAGEMENT SRVCS, DEPT OF										72000000
PGM: ADMINISTRATION PGM										72010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>										72010100
GOV OPERATIONS/SUPPORT										16
EXEC LEADERSHIP/SUPPRT SVC										<u>1602.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - DEDUCT										36260C0

Summary

The Department of Management Services is requesting to amend the E-Mail Service Migration from Southwood Shared Resource Center (SSRC) To Office 365 issue to fund the issue through existing resources.

TOTAL: EXEC LEADERSHIP/SUPPRT SVC										<u>1602.00.00.00</u>
BY FUND TYPE										
GENERAL REVENUE FUND	360-		30,120-					29,760-		1000
TRUST FUNDS	120,589		69,912					50,677-		2000
TOTAL PROG COMP.....	120,229		39,792					80,437-		
	=====		=====					=====		

COL A12	COL A14	COL A15	COL A16	COL A14-A12	
AGY FIN REQ FY 2015-16 POS	AGY AMD REQ FY 2015-16 POS	AGY AMD N/R FY 2015-16 POS	AGY AMD ANZ FY 2015-16 POS	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT
					72000000
					72400000
					72400100
					16
					<u>1601.00.00.00</u>
					3620000
					36250C0
					040000
SUPERVISION TRUST FUND	-STATE	7,222			7,222- 2696 1

AGENCY ISSUE NARRATIVE:

2015-2016 BUDGET YEAR NARRATIVE: IT COMPONENT? YES
 ISSUE TITLE: E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - ADD

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:
 #25 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:
 The Department of Management Services (DMS) provides shared services to state agencies and local governments allowing them to focus on their core mission. Our goal is to provide excellence in product and service delivery. GOAL #12: To deliver and promote the development of high quality, innovative, cost efficient technology services, and in so doing provide support to state agencies and other eligible users in achieving their missions and goals.

SUMMARY:
 The Department of Management Services requests a nonrecurring increase of \$100,000 in the Contracted Services category (100777) and \$14,400 in the Expenses category (040000) in the Administrative Trust Fund (2021) within the Executive Direction and Administration budget entity (72010100) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. The migration includes a projected recurring annual savings of \$20,000.

PROBLEM STATEMENT:
 The Department currently procures e-mail services from the Southwood Shared Resource Center (SSRC), which is projected to increase in cost. The current e-mail services provided by the SSRC: do not provide tools for security, has minimal tools for compliance, provides minimal tools to simplify conference communications, provides no tools to protect agency data, are supported on aged platforms and software, have limited failover and disaster recovery services.

GENERAL INFORMATION:
 This request demonstrates a funding request that proposes Software as a Server (SaaS) both for the Office 365 product and for the platform that connects DMS to Office 365. There are multiple domains that must join the Office 365 service. There are 4 total domains sharing Microsoft Enterprise Agreement services, 2 of which are entities reporting administratively to DMS.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY FIN REQ FY 2015-16 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF										72000000
PGM: FACILITIES PROGRAM										72400000
FACILITIES MANAGEMENT										72400100
GOV OPERATIONS/SUPPORT										16
GOVERNMENTAL OPERATIONS										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - ADD										36250C0

The business reasons driving the migration to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in Office 365 not requiring implementation by state data center.

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(1) A narrative description that articulates the business needs(s) driving the agency to propose this type of approach:

A. Office 365:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

B. Regarding Azure platform:

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: FACILITIES PROGRAM						72400000
<u>FACILITIES MANAGEMENT</u>						72400100
<u>GOV OPERATIONS/SUPPORT</u>						16
<u>GOVERNMENTAL OPERATIONS</u>						<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - ADD						36250C0

(2) A description of the various options that were analyzed:

A. Regarding e-mail service, the options were:

1. E-Mail Service Option 1 - Stay with expensive and feature limited Data Center e-mail service;
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the options analyzed were:

1. Platform Option 1 (State Data Center recommendation)
2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)
3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

(3) A summary of the agency's analysis and evaluation of the various options:

A. Regarding e-mail service, the results of the agency's analysis and evaluation prefer Option 2 for both cost and services rendered.

1. E-Mail Service Option 1: Stay with expensive and feature limited Data Center e-mail service.
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the results of the agency's analysis and evaluation prefer Option 3 for both cost and services rendered.

1. Platform Option 1 (State Data Center recommendation)

- (a) 5 servers for each agency
- (b) 2 DirSync, 2 ADFS, 1 proxy
- (c) \$28,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$112,000 annually for server platforms
- (e) Configuration of platforms and migration of e-mail required contracted services

2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF										72000000
PGM: FACILITIES PROGRAM										72400000
FACILITIES MANAGEMENT										72400100
GOV OPERATIONS/SUPPORT										16
GOVERNMENTAL OPERATIONS										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - ADD										36250C0

- (a) 1 server for each agency
- (b) 1 DirSync
- (c) \$6,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$24,000 annually for server platforms.
- (e) Configuration of platforms and migration of e-mail required contracted services

3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

- (a) 4 servers for all agencies desiring to join
- (b) 1 ADFS, 1 DirSync, 1 web app proxy, 1 replica of AD
- (c) \$10,000 annually hosted in Azure
- (d) DMS uniquely serves 4 domains covered under the same platform
- (e) Configuration of platforms and migration of e-mail required contracted services
- (f) Azure cloud-based platform innately provides failover and disaster recovery as part of the service.

WHAT BENEFITS WILL BE OBTAINED BY FUNDING THIS ISSUE:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibly, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

The Return on Investment (ROI) is both cost savings and cost avoidance. The recurring budget related to email costs will be reduced by (\$12,500) in fiscal year 2015-2016 and by (\$7,500) in fiscal year 2016-2017. This is a total reduction of (\$20,000) annually, which will pay for the one time initial investment of \$114,400 in just over five years from a prospective of a recurring reduction of (\$20,000). Projections provided by the State Data Center (Southwood Shared Resource Center) reflect the annual email services through Data Center could increase by \$70,000 annually because the Department of Management Services will assume a large share of the cost as other Departments migrate off the email service provided by the Data Center. Through cost avoidance the initial investment of \$114,400 could be recovered in less than two years.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	POS	AGY AMD REQ FY 2015-16	POS	AGY AMD N/R FY 2015-16	POS	AGY AMD ANZ FY 2015-16	POS	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16	
AMOUNT		AMOUNT		AMOUNT		AMOUNT		AMOUNT	AMOUNT	

MANAGEMENT SRVCS, DEPT OF										72000000
PGM: FACILITIES PROGRAM										72400000
<u>FACILITIES MANAGEMENT</u>										72400100
<u>GOV OPERATIONS/SUPPORT</u>										16
<u>GOVERNMENTAL OPERATIONS</u>										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - ADD										36250C0

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE:

If not funded, the impact includes, but is not limited to: State data center costs will continue to rise, compliance will continue to be arduous (no e-mail encryption, legal hold search across mailboxes, teams sites and recorded meetings), communications and conferencing will continue to require travel, protection of agency data in e-mail will continue to have no programmatic policies or protection tools, IT overhead will continue to be high, aged and legacy server-based platforms and software will continue, and failover/disaster recovery services for e-mail will continue to be absent.

COST CALCULATIONS:

The calculations demonstrated below provide the means to have sufficient budget authority to enable the migration of e-mail services from the State Data Center to Office 365:

	Fiscal Year 2015-2016	Nonrecurring 2015-2016	Annualization 2015-2016
State Data Center AST (Multiple Programs)	(\$150,756)	0	(\$50,252)
Expenses (Multiple Programs)	\$146,656	\$14,400	\$42,752
Contracted Services Executive Direction and Administration	\$106,000	\$100,000	0
Total:	\$101,900	\$114,400	(\$7,500)

Recurring Savings \$101,900 - \$114,400= (\$12,500) + (\$7,500) = (\$20,000)
 Amended 2015-16 Narrative after January 30, 2015

The Department of Management Services requests to transfer budget authority of \$124,400 to the Executive Direction and Support Services budget entity (72010100) within the Administrative Trust Fund (2021) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. To fund the migration of email services to Office 365 the Department has identified the below existing budget authority to fund the issue. The originally submitted budget request remains the same with the exception of the below adjustment to provide existing budget authority to fund the issue.

Revised Cost Calculations:

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT	

MANAGEMENT SRVCS, DEPT OF										72000000
PGM: FACILITIES PROGRAM										72400000
<u>FACILITIES MANAGEMENT</u>										72400100
<u>GOV OPERATIONS/SUPPORT</u>										16
<u>GOVERNMENTAL OPERATIONS</u>										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - ADD										36250C0

Fiscal Year
2015-2016

Add-36250C0
 Executive Direction and Support Services:
 Expenses (040000) \$18,400
 Contacted Services (100777) \$106,000
 (Administrative Trust Fund 2021, FSI 1)

Delete- 36260C0
 Executive Direction and Support Services:
 Mail Services (101089) (\$50,000)
 (Administrative Trust Fund 2021, FSI 1)

Executive Direction and Support Services:
 Contracted Services (\$30,000)
 (General Revenue 1000, FSI 1)

Departmental Programs:
 Allocated Based On Users (\$44,400)

Issue Total: 0

Summary

The Department of Management Services is requesting to amend the E-Mail Service Migration from Southwood Shared Resource Center (SSRC) To Office 365 issue to fund the issue through existing resources.

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS
						AMOUNT
						CODES
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: FACILITIES PROGRAM						72400000
FACILITIES MANAGEMENT						72400100
GOV OPERATIONS/SUPPORT						16
GOVERNMENTAL OPERATIONS						1601.00.00.00
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0
SPECIAL CATEGORIES						100000
CONTRACTED SERVICES						100777
SUPERVISION TRUST FUND -STATE		15,766-			15,766-	2696 1
DATA PROCESSING SERVICES						210000
STATE DATA CENTER - AST						210001
SUPERVISION TRUST FUND -STATE	8,489-				8,489	2696 1
TOTAL: E-MAIL SERVICE MIGRATION FROM						36260C0
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						
TOTAL ISSUE.....	8,489-	15,766-			7,277-	

AGENCY ISSUE NARRATIVE:

2015-2016 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

ISSUE TITLE: E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - DEDUCT

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#25 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

The Department of Management Services (DMS) provides shared services to state agencies and local governments allowing them to focus on their core mission. Our goal is to provide excellence in product and service delivery. GOAL #12: To deliver and promote the development of high quality, innovative, cost efficient technology services, and in so doing provide support to state agencies and other eligible users in achieving their missions and goals.

SUMMARY:

The Department of Management Services requests a nonrecurring increase of \$100,000 in the Contracted Services category (100777) and \$14,400 in the Expenses category (040000) in the Administrative Trust Fund (2021) within the Executive Direction and Administration budget entity (72010100) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. The migration includes a projected recurring annual savings of \$20,000.

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY AMD REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
						CODES
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: FACILITIES PROGRAM						72400000
<u>FACILITIES MANAGEMENT</u>						72400100
<u>GOV OPERATIONS/SUPPORT</u>						16
<u>GOVERNMENTAL OPERATIONS</u>						<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0

PROBLEM STATEMENT:

The Department currently procures e-mail services from the Southwood Shared Resource Center (SSRC), which is projected to increase in cost. The current e-mail services provided by the SSRC: do not provide tools for security, has minimal tools for compliance, provides minimal tools to simplify conference communications, provides no tools to protect agency data, are supported on aged platforms and software, have limited failover and disaster recovery services.

GENERAL INFORMATION:

This request demonstrates a funding request that proposes Software as a Server (SaaS) both for the Office 365 product and for the platform that connects DMS to Office 365. There are multiple domains that must join the Office 365 service. There are 4 total domains sharing Microsoft Enterprise Agreement services, 2 of which are entities reporting administratively to DMS.

The business reasons driving the migration to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in Office 365 not requiring implementation by state data center.

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(1) A narrative description that articulates the business needs(s) driving the agency to propose this type of approach:

A. Office 365:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD REQ FY 2015-16	AGY FIN REQ FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
										72000000
										72400000
										72400100
										16
										<u>1601.00.00.00</u>
										3620000
										36260C0

MANAGEMENT SRVCS, DEPT OF
 PGM: FACILITIES PROGRAM
 FACILITIES MANAGEMENT
 GOV OPERATIONS/SUPPORT
 GOVERNMENTAL OPERATIONS
 AGENCY-WIDE INFORMATION TECHNOLOGY
 E-MAIL SERVICE MIGRATION FROM
 SOUTHWOOD SHARED RESOURCE CENTER
 (SSRC) TO OFFICE 365 - DEDUCT

72000000
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 16
1601.00.00.00
 3620000
 36260C0

protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

B. Regarding Azure platform:

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(2) A description of the various options that were analyzed:

A. Regarding e-mail service, the options were:

1. E-Mail Service Option 1 - Stay with expensive and feature limited Data Center e-mail service;
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the options analyzed were:

1. Platform Option 1 (State Data Center recommendation)
2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)
3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

(3) A summary of the agency's analysis and evaluation of the various options:

A. Regarding e-mail service, the results of the agency's analysis and evaluation prefer Option 2 for both cost and services rendered.

1. E-Mail Service Option 1: Stay with expensive and feature limited Data Center e-mail service.
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the results of the agency's analysis and

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF										72000000
PGM: FACILITIES PROGRAM										72400000
<u>FACILITIES MANAGEMENT</u>										72400100
<u>GOV OPERATIONS/SUPPORT</u>										16
<u>GOVERNMENTAL OPERATIONS</u>										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - DEDUCT										36260C0

evaluation prefer Option 3 for both cost and services rendered.

1. Platform Option 1 (State Data Center recommendation)

- (a) 5 servers for each agency
- (b) 2 DirSync, 2 ADFS, 1 proxy
- (c) \$28,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$112,000 annually for server platforms
- (e) Configuration of platforms and migration of e-mail required contracted services

2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)

- (a) 1 server for each agency
- (b) 1 DirSync
- (c) \$6,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$24,000 annually for server platforms.
- (e) Configuration of platforms and migration of e-mail required contracted services

3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

- (a) 4 servers for all agencies desiring to join
- (b) 1 ADFS, 1 DirSync, 1 web app proxy, 1 replica of AD
- (c) \$10,000 annually hosted in Azure
- (d) DMS uniquely serves 4 domains covered under the same platform
- (e) Configuration of platforms and migration of e-mail required contracted services
- (f) Azure cloud-based platform innately provides failover and disaster recovery as part of the service.

WHAT BENEFITS WILL BE OBTAINED BY FUNDING THIS ISSUE:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibly, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
	AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16	CODES
	POS AMOUNT	POS AMOUNT	POS AMOUNT	POS AMOUNT	POS AMOUNT	
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: FACILITIES PROGRAM						72400000
<u>FACILITIES MANAGEMENT</u>						72400100
<u>GOV OPERATIONS/SUPPORT</u>						16
<u>GOVERNMENTAL OPERATIONS</u>						<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0

supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in 0365 not requiring implementation by state data center.

The Return on Investment (ROI) is both cost savings and cost avoidance. The recurring budget related to email costs will be reduced by (\$12,500) in fiscal year 2015-2016 and by (\$7,500) in fiscal year 2016-2017. This is a total reduction of (\$20,000) annually, which will pay for the one time initial investment of \$114,400 in just over five years from a prospective of a recurring reduction of (\$20,000). Projections provided by the State Data Center (Southwood Shared Resource Center) reflect the annual email services through Data Center could increase by \$70,000 annually because the Department of Management Services will assume a large share of the cost as other Departments migrate off the email service provided by the Data Center. Through cost avoidance the initial investment of \$114,400 could be recovered in less than two years.

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE:

If not funded, the impact includes, but is not limited to: State data center costs will continue to rise, compliance will continue to be arduous (no e-mail encryption, legal hold search across mailboxes, teams sites and recorded meetings), communications and conferencing will continue to require travel, protection of agency data in e-mail will continue to have no programmatic policies or protection tools, IT overhead will continue to be high, aged and legacy server-based platforms and software will continue, and failover/disaster recovery services for e-mail will continue to be absent.

COST CALCULATIONS:

The calculations demonstrated below provide the means to have sufficient budget authority to enable the migration of e-mail services from the State Data Center to Office 365:

	Fiscal Year 2015-2016	Nonrecurring 2015-2016	Annualization 2015-2016
State Data Center AST (Multiple Programs)	(\$150,756)	0	(\$50,252)
Expenses (Multiple Programs)	\$146,656	\$14,400	\$42,752
Contracted Services Executive Direction and Administration	\$106,000	\$100,000	0

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: FACILITIES PROGRAM						72400000
FACILITIES MANAGEMENT						72400100
GOV OPERATIONS/SUPPORT						16
GOVERNMENTAL OPERATIONS						<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0
Total:			\$101,900	\$114,400		(\$7,500)

Recurring Savings \$101,900 - \$114,400= (\$12,500) + (\$7,500) = (\$20,000)
 Amended 2015-16 Narrative after January 30, 2015

The Department of Management Services requests to transfer budget authority of \$124,400 to the Executive Direction and Support Services budget entity (72010100) within the Administrative Trust Fund (2021) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. To fund the migration of email services to Office 365 the Department has identified the below existing budget authority to fund the issue. The originally submitted budget request remains the same with the exception of the below adjustment to provide existing budget authority to fund the issue.

Revised Cost Calculations:

	Fiscal Year
	2015-2016
Add-36250C0	
Executive Direction and Support Services:	
Expenses (040000)	\$18,400
Contacted Services (100777)	\$106,000
(Administrative Trust Fund 2021, FSI 1)	
Delete- 36260C0	
Executive Direction and Support Services:	
Mail Services (101089)	(\$50,000)
(Administrative Trust Fund 2021, FSI 1)	
Executive Direction and Support Services:	
Contracted Services	(\$30,000)
(General Revenue 1000, FSI 1)	
Departmental Programs:	
Allocated based Users	(\$44,400)

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	POS AMOUNT	AGY AMD REQ FY 2015-16	POS AMOUNT	AGY AMD N/R FY 2015-16	POS AMOUNT	AGY AMD ANZ FY 2015-16	POS AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16	

MANAGEMENT SRVCS, DEPT OF 72000000
 PGM: FACILITIES PROGRAM 72400000
 FACILITIES MANAGEMENT 72400100
 GOV OPERATIONS/SUPPORT 16
 GOVERNMENTAL OPERATIONS 1601.00.00.00
 AGENCY-WIDE INFORMATION TECHNOLOGY 3620000
 E-MAIL SERVICE MIGRATION FROM
 SOUTHWOOD SHARED RESOURCE CENTER
 (SSRC) TO OFFICE 365 - DEDUCT 36260C0

Issue Total: 0

Summary

The Department of Management Services is requesting to amend the E-Mail Service Migration from Southwood Shared Resource Center (SSRC) To Office 365 issue to fund the issue through existing resources.

TOTAL: GOVERNMENTAL OPERATIONS										1601.00.00.00
BY FUND TYPE										
TRUST FUNDS.....	1,267-	15,766-						14,499-	2000	

COL A12	COL A14	COL A15	COL A16	COL A14-A12	
AGY FIN REQ FY 2015-16 POS	AGY AMD REQ FY 2015-16 POS	AGY AMD N/R FY 2015-16 POS	AGY AMD ANZ FY 2015-16 POS	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT
					72000000
					72400000
					72400200
					16
					<u>1601.00.00.00</u>
					3620000
					36250C0
					040000
MANAGEMENT SRVCS, DEPT OF					
PGM: FACILITIES PROGRAM					
<u>BUILDING CONSTRUCTION</u>					
GOV OPERATIONS/SUPPORT					
<u>GOVERNMENTAL OPERATIONS</u>					
AGENCY-WIDE INFORMATION TECHNOLOGY					
E-MAIL SERVICE MIGRATION FROM					
SOUTHWOOD SHARED RESOURCE CENTER					
(SSRC) TO OFFICE 365 - ADD					
EXPENSES					
ARCHITECTS INCIDENTAL TF -STATE	670				670- 2033 1

AGENCY ISSUE NARRATIVE:

2015-2016 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

ISSUE TITLE: E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - ADD

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#25 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

The Department of Management Services (DMS) provides shared services to state agencies and local governments allowing them to focus on their core mission. Our goal is to provide excellence in product and service delivery. GOAL #12: To deliver and promote the development of high quality, innovative, cost efficient technology services, and in so doing provide support to state agencies and other eligible users in achieving their missions and goals.

SUMMARY:

The Department of Management Services requests a nonrecurring increase of \$100,000 in the Contracted Services category (100777) and \$14,400 in the Expenses category (040000) in the Administrative Trust Fund (2021) within the Executive Direction and Administration budget entity (72010100) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. The migration includes a projected recurring annual savings of \$20,000.

PROBLEM STATEMENT:

The Department currently procures e-mail services from the Southwood Shared Resource Center (SSRC), which is projected to increase in cost. The current e-mail services provided by the SSRC: do not provide tools for security, has minimal tools for compliance, provides minimal tools to simplify conference communications, provides no tools to protect agency data, are supported on aged platforms and software, have limited failover and disaster recovery services.

GENERAL INFORMATION:

This request demonstrates a funding request that proposes Software as a Server (SaaS) both for the Office 365 product and for the platform that connects DMS to Office 365. There are multiple domains that must join the Office 365 service. There are 4 total domains sharing Microsoft Enterprise Agreement services, 2 of which are entities reporting administratively to DMS.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF										72000000
PGM: FACILITIES PROGRAM										72400000
<u>BUILDING CONSTRUCTION</u>										72400200
<u>GOV OPERATIONS/SUPPORT</u>										16
<u>GOVERNMENTAL OPERATIONS</u>										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - ADD										36250C0

The business reasons driving the migration to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in Office 365 not requiring implementation by state data center.

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(1) A narrative description that articulates the business needs(s) driving the agency to propose this type of approach:

A. Regarding Office 365:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

B. Regarding Azure platform:

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(2) A description of the various options that were analyzed:

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS
						AMOUNT
						CODES
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: FACILITIES PROGRAM						72400000
<u>BUILDING CONSTRUCTION</u>						72400200
<u>GOV OPERATIONS/SUPPORT</u>						16
<u>GOVERNMENTAL OPERATIONS</u>						<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - ADD						36250C0

A. Regarding e-mail service, the options were:

1. E-Mail Service Option 1 - Stay with expensive and feature limited Data Center e-mail service;
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the options analyzed were:

1. Platform Option 1 (State Data Center recommendation)
2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)
3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

(3) A summary of the agency's analysis and evaluation of the various options:

A. Regarding e-mail service, the results of the agency's analysis and evaluation prefer Option 2 for both cost and services rendered.

1. E-Mail Service Option 1: Stay with expensive and feature limited Data Center e-mail service.
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the results of the agency's analysis and evaluation prefer Option 3 for both cost and services rendered.

1. Platform Option 1 (State Data Center recommendation)
 - (a) 5 servers for each agency
 - (b) 2 DirSync, 2 ADFS, 1 proxy
 - (c) \$28,000 annually hosted in State Data Center
 - (d) DMS uniquely serves 4 domains, hence a potential of \$112,000 annually for server platforms
 - (e) Configuration of platforms and migration of e-mail required contracted services
2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)
 - (a) 1 server for each agency

COL A12	COL A14	COL A15	COL A16	COL A14-A12	
AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16	CODES
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
MANAGEMENT SRVCS, DEPT OF					72000000
PGM: FACILITIES PROGRAM					72400000
<u>BUILDING CONSTRUCTION</u>					72400200
<u>GOV OPERATIONS/SUPPORT</u>					16
<u>GOVERNMENTAL OPERATIONS</u>					<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY					3620000
E-MAIL SERVICE MIGRATION FROM					
SOUTHWOOD SHARED RESOURCE CENTER					
(SSRC) TO OFFICE 365 - ADD					36250C0

- (b) 1 DirSync
- (c) \$6,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$24,000 annually for server platforms.
- (e) Configuration of platforms and migration of e-mail required contracted services

3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

- (a) 4 servers for all agencies desiring to join
- (b) 1 ADFS, 1 DirSync, 1 web app proxy, 1 replica of AD
- (c) \$10,000 annually hosted in Azure
- (d) DMS uniquely serves 4 domains covered under the same platform
- (e) Configuration of platforms and migration of e-mail required contracted services
- (f) Azure cloud-based platform innately provides failover and disaster recovery as part of the service.

WHAT BENEFITS WILL BE OBTAINED BY FUNDING THIS ISSUE:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibly, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

The Return on Investment (ROI) is both cost savings and cost avoidance. The recurring budget related to email costs will be reduced by (\$12,500) in fiscal year 2015-2016 and by (\$7,500) in fiscal year 2016-2017. This is a total reduction of (\$20,000) annually, which will pay for the one time initial investment of \$114,400 in just over five years from a prospective of a recurring reduction of (\$20,000). Projections provided by the State Data Center (Southwood Shared Resource Center) reflect the annual email services through Data Center could increase by \$70,000 annually because the Department of Management Services will assume a large share of the cost as other Departments migrate off the email service provided by the Data Center. Through cost avoidance the initial investment of \$114,400 could be recovered in less than two years.

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE:

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY AMD REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
						CODES
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: FACILITIES PROGRAM						72400000
<u>BUILDING CONSTRUCTION</u>						72400200
GOV OPERATIONS/SUPPORT						16
<u>GOVERNMENTAL OPERATIONS</u>						<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - ADD						36250C0

If not funded, the impact includes, but is not limited to: State data center costs will continue to rise, compliance will continue to be arduous (no e-mail encryption, legal hold search across mailboxes, teams sites and recorded meetings), communications and conferencing will continue to require travel, protection of agency data in e-mail will continue to have no programmatic policies or protection tools, IT overhead will continue to be high, aged and legacy server-based platforms and software will continue, and failover/disaster recovery services for e-mail will continue to be absent.

COST CALCULATIONS:

The calculations demonstrated below provide the means to have sufficient budget authority to enable the migration of e-mail services from the State Data Center to Office 365:

	Fiscal Year 2015-2016	Nonrecurring 2015-2016	Annualization 2015-2016
State Data (Multiple Programs)	(\$150,756)	0	(\$50,252)
Expenses (Multiple Programs)	\$146,656	\$14,400	\$42,752
Contracted Services Executive Direction and Administration	\$106,000	\$100,000	0
Total:	\$101,900	\$114,400	(\$7,500)

Recurring Savings \$101,900 - \$114,400= (\$12,500) + (\$7,500) = (\$20,000)

Amended 2015-16 Narrative after January 30, 2015

The Department of Management Services requests to transfer budget authority of \$124,400 to the Executive Direction and Support Services budget entity (72010100) within the Administrative Trust Fund (2021) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. To fund the migration of email services to Office 365 the Department has identified the below existing budget authority to fund the issue. The originally submitted budget request remains the same with the exception of the below adjustment to provide existing budget authority to fund the issue.

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: FACILITIES PROGRAM						72400000
<u>BUILDING CONSTRUCTION</u>						72400200
<u>GOV OPERATIONS/SUPPORT</u>						16
<u>GOVERNMENTAL OPERATIONS</u>						<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - ADD						36250C0

Revised Cost Calculations:

Fiscal Year
 2015-2016

Add-36250C0

Executive Direction and Support Services:
 Expenses (040000) \$18,400
 Contacted Services (100777) \$106,000
 (Administrative Trust Fund 2021, FSI 1)

Delete- 36260C0

Executive Direction and Support Services:
 Mail Services (101089) (\$50,000)
 (Administrative Trust Fund 2021, FSI 1)

Executive Direction and Support Services:
 Contracted Services (\$30,000)
 (General Revenue 1000, FSI 1)

Departmental Programs:
 Allocated Based On Users (\$44,400)

Issue Total: 0

Summary

The Department of Management Services is requesting to amend the E-Mail Service Migration from Southwood Shared Resource Center (SSRC) To Office 365 issue to fund the issue through existing resources.

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS
						AMOUNT
						CODES
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: FACILITIES PROGRAM						72400000
BUILDING CONSTRUCTION						72400200
GOV OPERATIONS/SUPPORT						16
GOVERNMENTAL OPERATIONS						1601.00.00.00
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0
EXPENSES						040000
ARCHITECTS INCIDENTAL TF -STATE		591-				591- 2033 1
DATA PROCESSING SERVICES						210000
STATE DATA CENTER - AST						210001
ARCHITECTS INCIDENTAL TF -STATE	788-					788 2033 1
TOTAL: E-MAIL SERVICE MIGRATION FROM						36260C0
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						
TOTAL ISSUE.....	788-	591-				197

AGENCY ISSUE NARRATIVE:

2015-2016 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

ISSUE TITLE: E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - DEDUCT

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#25 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

The Department of Management Services (DMS) provides shared services to state agencies and local governments allowing them to focus on their core mission. Our goal is to provide excellence in product and service delivery. GOAL #12: To deliver and promote the development of high quality, innovative, cost efficient technology services, and in so doing provide support to state agencies and other eligible users in achieving their missions and goals.

SUMMARY:

The Department of Management Services requests a nonrecurring increase of \$100,000 in the Contracted Services category (100777) and \$14,400 in the Expenses category (040000) in the Administrative Trust Fund (2021) within the Executive Direction and Administration budget entity (72010100) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. The migration includes a projected recurring annual savings of \$20,000.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	POS	AGY AMD REQ FY 2015-16	POS	AGY AMD N/R FY 2015-16	POS	AGY AMD ANZ FY 2015-16	POS	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16	
AMOUNT		AMOUNT		AMOUNT		AMOUNT		AMOUNT	AMOUNT	

MANAGEMENT SRVCS, DEPT OF										72000000
PGM: FACILITIES PROGRAM										72400000
<u>BUILDING CONSTRUCTION</u>										72400200
GOV OPERATIONS/SUPPORT										16
<u>GOVERNMENTAL OPERATIONS</u>										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - DEDUCT										36260C0

PROBLEM STATEMENT:

The Department currently procures e-mail services from the Southwood Shared Resource Center (SSRC), which is projected to increase in cost. The current e-mail services provided by the SSRC: do not provide tools for security, has minimal tools for compliance, provides minimal tools to simplify conference communications, provides no tools to protect agency data, are supported on aged platforms and software, have limited failover and disaster recovery services.

GENERAL INFORMATION:

This request demonstrates a funding request that proposes Software as a Server (SaaS) both for the Office 365 product and for the platform that connects DMS to Office 365. There are multiple domains that must join the Office 365 service. There are 4 total domains sharing Microsoft Enterprise Agreement services, 2 of which are entities reporting administratively to DMS.

The business reasons driving the migration to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in Office 365 not requiring implementation by state data center.

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(1) A narrative description that articulates the business needs(s) driving the agency to propose this type of approach:

A. Office 365:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD REQ FY 2015-16	AGY FIN REQ FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
										72000000
										72400000
										72400200
										16
										<u>1601.00.00.00</u>
										3620000
										36260C0

reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

B. Regarding Azure platform:

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(2) A description of the various options that were analyzed:

A. Regarding e-mail service, the options were:

1. E-Mail Service Option 1 - Stay with expensive and feature limited Data Center e-mail service;
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the options analyzed were:

1. Platform Option 1 (State Data Center recommendation)
2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)
3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

(3) A summary of the agency's analysis and evaluation of the various options:

A. Regarding e-mail service, the results of the agency's analysis and evaluation prefer Option 2 for both cost and services rendered.

1. E-Mail Service Option 1: Stay with expensive and feature limited Data Center e-mail service.
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the results of the agency's analysis and evaluation prefer Option 3 for both cost and services rendered.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT	

MANAGEMENT SRVCS, DEPT OF										72000000
PGM: FACILITIES PROGRAM										72400000
<u>BUILDING CONSTRUCTION</u>										72400200
<u>GOV OPERATIONS/SUPPORT</u>										16
<u>GOVERNMENTAL OPERATIONS</u>										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - DEDUCT										36260C0

1. Platform Option 1 (State Data Center recommendation)

- (a) 5 servers for each agency
- (b) 2 DirSync, 2 ADFS, 1 proxy
- (c) \$28,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$112,000 annually for server platforms
- (e) Configuration of platforms and migration of e-mail required contracted services

2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)

- (a) 1 server for each agency
- (b) 1 DirSync
- (c) \$6,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$24,000 annually for server platforms.
- (e) Configuration of platforms and migration of e-mail required contracted services

3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

- (a) 4 servers for all agencies desiring to join
- (b) 1 ADFS, 1 DirSync, 1 web app proxy, 1 replica of AD
- (c) \$10,000 annually hosted in Azure
- (d) DMS uniquely serves 4 domains covered under the same platform
- (e) Configuration of platforms and migration of e-mail required contracted services
- (f) Azure cloud-based platform innately provides failover and disaster recovery as part of the service.

WHAT BENEFITS WILL BE OBTAINED BY FUNDING THIS ISSUE:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibly, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY AMD REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
						CODES
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: FACILITIES PROGRAM						72400000
BUILDING CONSTRUCTION						72400200
GOV OPERATIONS/SUPPORT						16
GOVERNMENTAL OPERATIONS						1601.00.00.00
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0

implementation by state data center.

The Return on Investment (ROI) is both cost savings and cost avoidance. The recurring budget related to email costs will be reduced by (\$12,500) in fiscal year 2015-2016 and by (\$7,500) in fiscal year 2016-2017. This is a total reduction of (\$20,000) annually, which will pay for the one time initial investment of \$114,400 in just over five years from a prospective of a recurring reduction of (\$20,000). Projections provided by the State Data Center (Southwood Shared Resource Center) reflect the annual email services through Data Center could increase by \$70,000 annually because the Department of Management Services will assume a large share of the cost as other Departments migrate off the email service provided by the Data Center. Through cost avoidance the initial investment of \$114,400 could be recovered in less than two years.

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE:

If not funded, the impact includes, but is not limited to: State data center costs will continue to rise, compliance will continue to be arduous (no e-mail encryption, legal hold search across mailboxes, teams sites and recorded meetings), communications and conferencing will continue to require travel, protection of agency data in e-mail will continue to have no programmatic policies or protection tools, IT overhead will continue to be high, aged and legacy server-based platforms and software will continue, and failover/disaster recovery services for e-mail will continue to be absent.

COST CALCULATIONS:

The calculations demonstrated below provide the means to have sufficient budget authority to enable the migration of e-mail services from the State Data Center to Office 365:

	Fiscal Year 2015-2016	Nonrecurring 2015-2016	Annualization 2015-2016
State Data Center AST (Multiple Programs)	(\$150,756)	0	(\$50,252)
Expenses (Multiple Programs)	\$146,656	\$14,400	\$42,752
Contracted Services Executive Direction and Administration	\$106,000	\$100,000	0
Total:	\$101,900	\$114,400	(\$7,500)

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
						CODES
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: FACILITIES PROGRAM						72400000
BUILDING CONSTRUCTION						72400200
GOV OPERATIONS/SUPPORT						16
GOVERNMENTAL OPERATIONS						<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0

Recurring Savings \$101,900 - \$114,400= (\$12,500) + (\$7,500) = (\$20,000)

Amended 2015-16 Narrative after January 30, 2015

The Department of Management Services requests to transfer budget authority of \$124,400 to the Executive Direction and Support Services budget entity (72010100) within the Administrative Trust Fund (2021) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. To fund the migration of email services to Office 365 the Department has identified the below existing budget authority to fund the issue. The originally submitted budget request remains the same with the exception of the below adjustment to provide existing budget authority to fund the issue.

Revised Cost Calculations:

	Fiscal Year
	2015-2016
Add-36250C0	
Executive Direction and Support Services:	
Expenses (040000)	\$18,400
Contacted Services (100777)	\$106,000
(Administrative Trust Fund 2021, FSI 1)	
Delete- 36260C0	
Executive Direction and Support Services:	
Mail Services (101089)	(\$50,000)
(Administrative Trust Fund 2021, FSI 1)	
Executive Direction and Support Services:	
Contracted Services	(\$30,000)
(General Revenue 1000, FSI 1)	
Departmental Programs:	
Allocated Based On Users	(\$44,400)

COL A12	COL A14	COL A15	COL A16	COL A14-A12	COL A14-A12	COL A14-A12	COL A14-A12	COL A14-A12	COL A14-A12	COL A14-A12	COL A14-A12	COL A14-A12
AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY AMD REQ	AGY FIN REQ	AGY AMD REQ	AGY FIN REQ	AGY AMD REQ	AGY FIN REQ	AGY AMD REQ	AGY FIN REQ	AGY AMD REQ
FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS
MANAGEMENT SRVCS, DEPT OF												72000000
PGM: SUPPORT PROGRAM												72600000
FEDERAL PROPERTY ASSIST												72600200
GOV OPERATIONS/SUPPORT												16
GOVERNMENTAL OPERATIONS												1601.00.00.00
AGENCY-WIDE INFORMATION TECHNOLOGY												3620000
E-MAIL SERVICE MIGRATION FROM												
SOUTHWOOD SHARED RESOURCE CENTER												
(SSRC) TO OFFICE 365 - ADD												36250C0
EXPENSES												040000
SURPLUS PROPERTY REVOLV TF-STATE	127											127- 2699 1

AGENCY ISSUE NARRATIVE:

2015-2016 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

ISSUE TITLE: E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - ADD

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#25 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

The Department of Management Services (DMS) provides shared services to state agencies and local governments allowing them to focus on their core mission. Our goal is to provide excellence in product and service delivery. GOAL #12: To deliver and promote the development of high quality, innovative, cost efficient technology services, and in so doing provide support to state agencies and other eligible users in achieving their missions and goals.

SUMMARY:

The Department of Management Services requests a nonrecurring increase of \$100,000 in the Contracted Services category (100777) and \$14,400 in the Expenses category (040000) in the Administrative Trust Fund (2021) within the Executive Direction and Administration budget entity (72010100) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. The migration includes a projected recurring annual savings of \$20,000.

PROBLEM STATEMENT:

The Department currently procures e-mail services from the Southwood Shared Resource Center (SSRC), which is projected to increase in cost. The current e-mail services provided by the SSRC: do not provide tools for security, has minimal tools for compliance, provides minimal tools to simplify conference communications, provides no tools to protect agency data, are supported on aged platforms and software, have limited failover and disaster recovery services.

GENERAL INFORMATION:

This request demonstrates a funding request that proposes Software as a Server (SaaS) both for the Office 365 product and for the platform that connects DMS to Office 365. There are multiple domains that must join the Office 365 service. There are 4 total domains sharing Microsoft Enterprise Agreement services, 2 of which are entities reporting administratively to DMS.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY FIN REQ FY 2015-16 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF										72000000
PGM: SUPPORT PROGRAM										72600000
FEDERAL PROPERTY ASSIST										72600200
GOV OPERATIONS/SUPPORT										16
GOVERNMENTAL OPERATIONS										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - ADD										36250C0

The business reasons driving the migration to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in Office 365 not requiring implementation by state data center.

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(1) A narrative description that articulates the business needs(s) driving the agency to propose this type of approach:

A. Office 365:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

B. Regarding Azure platform:

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: SUPPORT PROGRAM						72600000
<u>FEDERAL PROPERTY ASSIST</u>						72600200
<u>GOV OPERATIONS/SUPPORT</u>						16
<u>GOVERNMENTAL OPERATIONS</u>						<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - ADD						36250C0

(2) A description of the various options that were analyzed:

A. Regarding e-mail service, the options were:

1. E-Mail Service Option 1 - Stay with expensive and feature limited Data Center e-mail service;
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the options analyzed were:

1. Platform Option 1 (State Data Center recommendation)
2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)
3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

(3) A summary of the agency's analysis and evaluation of the various options:

A. Regarding e-mail service, the results of the agency's analysis and evaluation prefer Option 2 for both cost and services rendered.

1. E-Mail Service Option 1: Stay with expensive and feature limited Data Center e-mail service.
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the results of the agency's analysis and evaluation prefer Option 3 for both cost and services rendered.

1. Platform Option 1 (State Data Center recommendation)

- (a) 5 servers for each agency
- (b) 2 DirSync, 2 ADFS, 1 proxy
- (c) \$28,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$112,000 annually for server platforms
- (e) Configuration of platforms and migration of e-mail required contracted services

2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD REQ FY 2015-16	AGY FIN REQ FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
										72000000
										72600000
										72600200
										16
										<u>1601.00.00.00</u>
										3620000
										36250C0

MANAGEMENT SRVCS, DEPT OF
 PGM: SUPPORT PROGRAM
 FEDERAL PROPERTY ASSIST
 GOV OPERATIONS/SUPPORT
 GOVERNMENTAL OPERATIONS
 AGENCY-WIDE INFORMATION TECHNOLOGY
 E-MAIL SERVICE MIGRATION FROM
 SOUTHWOOD SHARED RESOURCE CENTER
 (SSRC) TO OFFICE 365 - ADD

- (a) 1 server for each agency
- (b) 1 DirSync
- (c) \$6,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$24,000 annually for server platforms.
- (e) Configuration of platforms and migration of e-mail required contracted services

3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

- (a) 4 servers for all agencies desiring to join
- (b) 1 ADFS, 1 DirSync, 1 web app proxy, 1 replica of AD
- (c) \$10,000 annually hosted in Azure
- (d) DMS uniquely serves 4 domains covered under the same platform
- (e) Configuration of platforms and migration of e-mail required contracted services
- (f) Azure cloud-based platform innately provides failover and disaster recovery as part of the service.

WHAT BENEFITS WILL BE OBTAINED BY FUNDING THIS ISSUE:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibly, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

The Return on Investment (ROI) is both cost savings and cost avoidance. The recurring budget related to email costs will be reduced by (\$12,500) in fiscal year 2015-2016 and by (\$7,500) in fiscal year 2016-2017. This is a total reduction of (\$20,000) annually, which will pay for the one time initial investment of \$114,400 in just over five years from a prospective of a recurring reduction of (\$20,000). Projections provided by the State Data Center (Southwood Shared Resource Center) reflect the annual email services through Data Center could increase by \$70,000 annually because the Department of Management Services will assume a large share of the cost as other Departments migrate off the email service provided by the Data Center. Through cost avoidance the initial investment of \$114,400 could be recovered in less than two years.

COL A12	COL A14	COL A15	COL A16	COL A14-A12	
AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
					CODES
					72000000
					72600000
					72600200
					16
					<u>1601.00.00.00</u>
					3620000
					36250C0

MANAGEMENT SRVCS, DEPT OF
 PGM: SUPPORT PROGRAM
 FEDERAL PROPERTY ASSIST
 GOV OPERATIONS/SUPPORT
 GOVERNMENTAL OPERATIONS
 AGENCY-WIDE INFORMATION TECHNOLOGY
 E-MAIL SERVICE MIGRATION FROM
 SOUTHWOOD SHARED RESOURCE CENTER
 (SSRC) TO OFFICE 365 - ADD

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE:

If not funded, the impact includes, but is not limited to: State data center costs will continue to rise, compliance will continue to be arduous (no e-mail encryption, legal hold search across mailboxes, teams sites and recorded meetings), communications and conferencing will continue to require travel, protection of agency data in e-mail will continue to have no programmatic policies or protection tools, IT overhead will continue to be high, aged and legacy server-based platforms and software will continue, and failover/disaster recovery services for e-mail will continue to be absent.

COST CALCULATIONS:

The calculations demonstrated below provide the means to have sufficient budget authority to enable the migration of e-mail services from the State Data Center to Office 365:

	Fiscal Year 2015-2016	Nonrecurring 2015-2016	Annualization 2015-2016
State Data Center AST (Multiple Programs)	(\$150,756)	0	(\$50,252)
Expenses (Multiple Programs)	\$146,656	\$14,400	\$42,752
Contracted Services Executive Direction and Administration	\$106,000	\$100,000	0
Total:	\$101,900	\$114,400	(\$7,500)

Recurring Savings \$101,900 - \$114,400= (\$12,500) + (\$7,500) = (\$20,000)

Amended 2015-16 Narrative after January 30, 2015

The Department of Management Services requests to transfer budget authority of \$124,400 to the Executive Direction and Support Services budget entity (72010100) within the Administrative Trust Fund (2021) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. To fund the migration of email services to Office 365 the Department has identified the below existing budget authority to fund the issue. The originally submitted budget request remains the same with the exception of the below adjustment to provide existing budget authority to fund the issue.

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS
						AMOUNT
						CODES
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: SUPPORT PROGRAM						72600000
FEDERAL PROPERTY ASSIST						72600200
GOV OPERATIONS/SUPPORT						16
GOVERNMENTAL OPERATIONS						<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - ADD						36250C0

Revised Cost Calculations:

Fiscal Year
 2015-2016

Add-36250C0

Executive Direction and Support Services:
 Expenses (040000) \$18,400
 Contacted Services (100777) \$106,000
 (Administrative Trust Fund 2021, FSI 1)

Delete- 36260C0

Executive Direction and Support Services:
 Mail Services (101089) (\$50,000)
 (Administrative Trust Fund 2021, FSI 1)

Executive Direction and Support Services:
 Contracted Services (\$30,000)
 (General Revenue 1000, FSI 1)

Departmental Programs:
 Allocated Based On Users (\$44,400)

Issue Total: 0

Summary

The Department of Management Services is requesting to amend the E-Mail Service Migration from Southwood Shared Resource Center (SSRC) To Office 365 issue to fund the issue through existing resources.

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: SUPPORT PROGRAM						72600000
FEDERAL PROPERTY ASSIST						72600200
GOV OPERATIONS/SUPPORT						16
GOVERNMENTAL OPERATIONS						1601.00.00.00
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0
EXPENSES						040000
SURPLUS PROPERTY REVOLV TF-STATE			293-		293-	2699 1
=====	=====	=====	=====	=====	=====	=====
DATA PROCESSING SERVICES						210000
STATE DATA CENTER - AST						210001
SURPLUS PROPERTY REVOLV TF-STATE		149-			149	2699 1
=====	=====	=====	=====	=====	=====	=====
TOTAL: E-MAIL SERVICE MIGRATION FROM						36260C0
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						
TOTAL ISSUE.....		149-	293-		144-	
=====	=====	=====	=====	=====	=====	=====

AGENCY ISSUE NARRATIVE:

2015-2016 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

ISSUE TITLE: E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - DEDUCT

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#25 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

The Department of Management Services (DMS) provides shared services to state agencies and local governments allowing them to focus on their core mission. Our goal is to provide excellence in product and service delivery. GOAL #12: To deliver and promote the development of high quality, innovative, cost efficient technology services, and in so doing provide support to state agencies and other eligible users in achieving their missions and goals.

SUMMARY:

The Department of Management Services requests a nonrecurring increase of \$100,000 in the Contracted Services category (100777) and \$14,400 in the Expenses category (040000) in the Administrative Trust Fund (2021) within the Executive Direction and Administration budget entity (72010100) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. The migration includes a projected recurring annual savings of \$20,000.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY FIN REQ FY 2015-16	AGY FIN REQ FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	

MANAGEMENT SRVCS, DEPT OF										72000000
PGM: SUPPORT PROGRAM										72600000
FEDERAL PROPERTY ASSIST										72600200
GOV OPERATIONS/SUPPORT										16
GOVERNMENTAL OPERATIONS										1601.00.00.00
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - DEDUCT										36260C0

PROBLEM STATEMENT:

The Department currently procures e-mail services from the Southwood Shared Resource Center (SSRC), which is projected to increase in cost. The current e-mail services provided by the SSRC: do not provide tools for security, has minimal tools for compliance, provides minimal tools to simplify conference communications, provides no tools to protect agency data, are supported on aged platforms and software, have limited failover and disaster recovery services.

GENERAL INFORMATION:

This request demonstrates a funding request that proposes Software as a Server (SaaS) both for the Office 365 product and for the platform that connects DMS to Office 365. There are multiple domains that must join the Office 365 service. There are 4 total domains sharing Microsoft Enterprise Agreement services, 2 of which are entities reporting administratively to DMS.

The business reasons driving the migration to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in Office 365 not requiring implementation by state data center.

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(1) A narrative description that articulates the business needs(s) driving the agency to propose this type of approach:

A. Office 365:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant

COL A12	COL A14	COL A15	COL A16	COL A14-A12	
AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
					CODES
MANAGEMENT SRVCS, DEPT OF					72000000
PGM: SUPPORT PROGRAM					72600000
FEDERAL PROPERTY ASSIST					72600200
GOV OPERATIONS/SUPPORT					16
GOVERNMENTAL OPERATIONS					<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY					3620000
E-MAIL SERVICE MIGRATION FROM					
SOUTHWOOD SHARED RESOURCE CENTER					
(SSRC) TO OFFICE 365 - DEDUCT					36260C0

reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

B. Regarding Azure platform:

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(2) A description of the various options that were analyzed:

A. Regarding e-mail service, the options were:

1. E-Mail Service Option 1 - Stay with expensive and feature limited Data Center e-mail service;
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the options analyzed were:

1. Platform Option 1 (State Data Center recommendation)
2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)
3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

(3) A summary of the agency's analysis and evaluation of the various options:

A. Regarding e-mail service, the results of the agency's analysis and evaluation prefer Option 2 for both cost and services rendered.

1. E-Mail Service Option 1: Stay with expensive and feature limited Data Center e-mail service.
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the results of the agency's analysis and evaluation prefer Option 3 for both cost and services rendered.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF										72000000
PGM: SUPPORT PROGRAM										72600000
FEDERAL PROPERTY ASSIST										72600200
GOV OPERATIONS/SUPPORT										16
GOVERNMENTAL OPERATIONS										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - DEDUCT										36260C0

1. Platform Option 1 (State Data Center recommendation)

- (a) 5 servers for each agency
- (b) 2 DirSync, 2 ADFS, 1 proxy
- (c) \$28,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$112,000 annually for server platforms
- (e) Configuration of platforms and migration of e-mail required contracted services

2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)

- (a) 1 server for each agency
- (b) 1 DirSync
- (c) \$6,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$24,000 annually for server platforms.
- (e) Configuration of platforms and migration of e-mail required contracted services

3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

- (a) 4 servers for all agencies desiring to join
- (b) 1 ADFS, 1 DirSync, 1 web app proxy, 1 replica of AD
- (c) \$10,000 annually hosted in Azure
- (d) DMS uniquely serves 4 domains covered under the same platform
- (e) Configuration of platforms and migration of e-mail required contracted services
- (f) Azure cloud-based platform innately provides failover and disaster recovery as part of the service.

WHAT BENEFITS WILL BE OBTAINED BY FUNDING THIS ISSUE:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibly, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT	

MANAGEMENT SRVCS, DEPT OF										72000000
PGM: SUPPORT PROGRAM										72600000
FEDERAL PROPERTY ASSIST										72600200
GOV OPERATIONS/SUPPORT										16
GOVERNMENTAL OPERATIONS										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - DEDUCT										36260C0

implementation by state data center.

The Return on Investment (ROI) is both cost savings and cost avoidance. The recurring budget related to email costs will be reduced by (\$12,500) in fiscal year 2015-2016 and by (\$7,500) in fiscal year 2016-2017. This is a total reduction of (\$20,000) annually, which will pay for the one time initial investment of \$114,400 in just over five years from a prospective of a recurring reduction of (\$20,000). Projections provided by the State Data Center (Southwood Shared Resource Center) reflect the annual email services through Data Center could increase by \$70,000 annually because the Department of Management Services will assume a large share of the cost as other Departments migrate off the email service provided by the Data Center. Through cost avoidance the initial investment of \$114,400 could be recovered in less than two years.

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE:

If not funded, the impact includes, but is not limited to: State data center costs will continue to rise, compliance will continue to be arduous (no e-mail encryption, legal hold search across mailboxes, teams sites and recorded meetings), communications and conferencing will continue to require travel, protection of agency data in e-mail will continue to have no programmatic policies or protection tools, IT overhead will continue to be high, aged and legacy server-based platforms and software will continue, and failover/disaster recovery services for e-mail will continue to be absent.

COST CALCULATIONS:

The calculations demonstrated below provide the means to have sufficient budget authority to enable the migration of e-mail services from the State Data Center to Office 365:

	Fiscal Year 2015-2016	Nonrecurring 2015-2016	Annualization 2015-2016
State Data Center AST (Multiple Programs)	(\$150,756)	0	(\$50,252)
Expenses (Multiple Programs)	\$146,656	\$14,400	\$42,752
Contracted Services Executive Direction and Administration	\$106,000	\$100,000	0
Total:	\$101,900	\$114,400	(\$7,500)

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
						CODES
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: SUPPORT PROGRAM						72600000
FEDERAL PROPERTY ASSIST						72600200
GOV OPERATIONS/SUPPORT						16
GOVERNMENTAL OPERATIONS						<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0

Recurring Savings \$101,900 - \$114,400= (\$12,500) + (\$7,500) = (\$20,000)

Amended 2015-16 Narrative after January 30, 2015

The Department of Management Services requests to transfer budget authority of \$124,400 to the Executive Direction and Support Services budget entity (72010100) within the Administrative Trust Fund (2021) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. To fund the migration of email services to Office 365 the Department has identified the below existing budget authority to fund the issue. The originally submitted budget request remains the same with the exception of the below adjustment to provide existing budget authority to fund the issue.

Revised Cost Calculations:

	Fiscal Year
	2015-2016
Add-36250C0	
Executive Direction and Support Services:	
Expenses (040000)	\$18,400
Contacted Services (100777)	\$106,000
(Administrative Trust Fund 2021, FSI 1)	
Delete- 36260C0	
Executive Direction and Support Services:	
Mail Services (101089)	(\$50,000)
(Administrative Trust Fund 2021, FSI 1)	
Executive Direction and Support Services:	
Contracted Services	(\$30,000)
(General Revenue 1000, FSI 1)	
Departmental Programs:	
Allocated Based On Users	(\$44,400)

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF										72000000
PGM: SUPPORT PROGRAM										72600000
<u>MOTOR VEHIC/WATERCRAFT MGT</u>										72600300
GOV OPERATIONS/SUPPORT										16
<u>GOVERNMENTAL OPERATIONS</u>										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - ADD										36250C0
EXPENSES										040000
OPERATING TRUST FUND										
-STATE	2,467								2,467-	2510 1

AGENCY ISSUE NARRATIVE:

2015-2016 BUDGET YEAR NARRATIVE: IT COMPONENT? YES
 ISSUE TITLE: E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - ADD

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:
 #25 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:
 The Department of Management Services (DMS) provides shared services to state agencies and local governments allowing them to focus on their core mission. Our goal is to provide excellence in product and service delivery. GOAL #12: To deliver and promote the development of high quality, innovative, cost efficient technology services, and in so doing provide support to state agencies and other eligible users in achieving their missions and goals.

SUMMARY:
 The Department of Management Services requests a nonrecurring increase of \$100,000 in the Contracted Services category (100777) and \$14,400 in the Expenses category (040000) in the Administrative Trust Fund (2021) within the Executive Direction and Administration budget entity (72010100) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. The migration includes a projected recurring annual savings of \$20,000.

PROBLEM STATEMENT:
 The Department currently procures e-mail services from the Southwood Shared Resource Center (SSRC), which is projected to increase in cost. The current e-mail services provided by the SSRC: do not provide tools for security, has minimal tools for compliance, provides minimal tools to simplify conference communications, provides no tools to protect agency data, are supported on aged platforms and software, have limited failover and disaster recovery services.

GENERAL INFORMATION:
 This request demonstrates a funding request that proposes Software as a Server (SaaS) both for the Office 365 product and for the platform that connects DMS to Office 365. There are multiple domains that must join the Office 365 service. There are 4 total domains sharing Microsoft Enterprise Agreement services, 2 of which are entities reporting administratively to DMS.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY FIN REQ FY 2015-16 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF										72000000
PGM: SUPPORT PROGRAM										72600000
<u>MOTOR VEHIC/WATERCRAFT MGT</u>										72600300
GOV OPERATIONS/SUPPORT										16
<u>GOVERNMENTAL OPERATIONS</u>										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - ADD										36250C0

The business reasons driving the migration to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in Office 365 not requiring implementation by state data center.

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(1) A narrative description that articulates the business needs(s) driving the agency to propose this type of approach:

A. Office 365:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

B. Regarding Azure platform:

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: SUPPORT PROGRAM						72600000
<u>MOTOR VEHIC/WATERCRAFT MGT</u>						72600300
GOV OPERATIONS/SUPPORT						16
<u>GOVERNMENTAL OPERATIONS</u>						<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - ADD						36250C0

(2) A description of the various options that were analyzed:

A. Regarding e-mail service, the options were:

1. E-Mail Service Option 1 - Stay with expensive and feature limited Data Center e-mail service;
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the options analyzed were:

1. Platform Option 1 (State Data Center recommendation)
2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)
3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

(3) A summary of the agency's analysis and evaluation of the various options:

A. Regarding e-mail service, the results of the agency's analysis and evaluation prefer Option 2 for both cost and services rendered.

1. E-Mail Service Option 1: Stay with expensive and feature limited Data Center e-mail service.
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the results of the agency's analysis and evaluation prefer Option 3 for both cost and services rendered.

1. Platform Option 1 (State Data Center recommendation)

- (a) 5 servers for each agency
- (b) 2 DirSync, 2 ADFS, 1 proxy
- (c) \$28,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$112,000 annually for server platforms
- (e) Configuration of platforms and migration of e-mail required contracted services

2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)

COL A12	COL A14	COL A15	COL A16	COL A14-A12	
AGY FIN REQ FY 2015-16 POS	AGY AMD REQ FY 2015-16 POS	AGY AMD N/R FY 2015-16 POS	AGY AMD ANZ FY 2015-16 POS	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT
MANAGEMENT SRVCS, DEPT OF					72000000
PGM: SUPPORT PROGRAM					72600000
<u>MOTOR VEHIC/WATERCRAFT MGT</u>					72600300
GOV OPERATIONS/SUPPORT					16
<u>GOVERNMENTAL OPERATIONS</u>					<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY					3620000
E-MAIL SERVICE MIGRATION FROM					
SOUTHWOOD SHARED RESOURCE CENTER					
(SSRC) TO OFFICE 365 - ADD					36250C0

- (a) 1 server for each agency
- (b) 1 DirSync
- (c) \$6,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$24,000 annually for server platforms.
- (e) Configuration of platforms and migration of e-mail required contracted services

3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

- (a) 4 servers for all agencies desiring to join
- (b) 1 ADFS, 1 DirSync, 1 web app proxy, 1 replica of AD
- (c) \$10,000 annually hosted in Azure
- (d) DMS uniquely serves 4 domains covered under the same platform
- (e) Configuration of platforms and migration of e-mail required contracted services
- (f) Azure cloud-based platform innately provides failover and disaster recovery as part of the service.

WHAT BENEFITS WILL BE OBTAINED BY FUNDING THIS ISSUE:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibly, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

The Return on Investment (ROI) is both cost savings and cost avoidance. The recurring budget related to email costs will be reduced by (\$12,500) in fiscal year 2015-2016 and by (\$7,500) in fiscal year 2016-2017. This is a total reduction of (\$20,000) annually, which will pay for the one time initial investment of \$114,400 in just over five years from a prospective of a recurring reduction of (\$20,000). Projections provided by the State Data Center (Southwood Shared Resource Center) reflect the annual email services through Data Center could increase by \$70,000 annually because the Department of Management Services will assume a large share of the cost as other Departments migrate off the email service provided by the Data Center. Through cost avoidance the initial investment of \$114,400 could be recovered in less than two years.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16 POS	
MANAGEMENT SRVCS, DEPT OF										72000000
PGM: SUPPORT PROGRAM										72600000
<u>MOTOR VEHIC/WATERCRAFT MGT</u>										72600300
GOV OPERATIONS/SUPPORT										16
<u>GOVERNMENTAL OPERATIONS</u>										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - ADD										36250C0

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE:

If not funded, the impact includes, but is not limited to: State data center costs will continue to rise, compliance will continue to be arduous (no e-mail encryption, legal hold search across mailboxes, teams sites and recorded meetings), communications and conferencing will continue to require travel, protection of agency data in e-mail will continue to have no programmatic policies or protection tools, IT overhead will continue to be high, aged and legacy server-based platforms and software will continue, and failover/disaster recovery services for e-mail will continue to be absent.

COST CALCULATIONS:

The calculations demonstrated below provide the means to have sufficient budget authority to enable the migration of e-mail services from the State Data Center to Office 365:

	Fiscal Year 2015-2016	Nonrecurring 2015-2016	Annualization 2015-2016
State Data Center AST (Multiple Programs)	(\$150,756)	0	(\$50,252)
Expenses (Multiple Programs)	\$146,656	\$14,400	\$42,752
Contracted Services Executive Direction and Administration	\$106,000	\$100,000	0
Total:	\$101,900	\$114,400	(\$7,500)

Recurring Savings \$101,900 - \$114,400= (\$12,500) + (\$7,500) = (\$20,000)

Amended 2015-16 Narrative after January 30, 2015

The Department of Management Services requests to transfer budget authority of \$124,400 to the Executive Direction and Support Services budget entity (72010100) within the Administrative Trust Fund (2021) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. To fund the migration of email services to Office 365 the Department has identified the below existing budget authority to fund the issue. The originally submitted budget request remains the same with the exception of the below adjustment to provide existing budget authority to fund the issue.

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS
						AMOUNT
						CODES
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: SUPPORT PROGRAM						72600000
<u>MOTOR VEHIC/WATERCRAFT MGT</u>						72600300
GOV OPERATIONS/SUPPORT						16
<u>GOVERNMENTAL OPERATIONS</u>						<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - ADD						36250C0

Revised Cost Calculations:

Fiscal Year
 2015-2016

Add-36250C0

Executive Direction and Support Services:
 Expenses (040000) \$18,400
 Contacted Services (100777) \$106,000
 (Administrative Trust Fund 2021, FSI 1)

Delete- 36260C0

Executive Direction and Support Services:
 Mail Services (101089) (\$50,000)
 (Administrative Trust Fund 2021, FSI 1)

Executive Direction and Support Services:
 Contracted Services (\$30,000)
 (General Revenue 1000, FSI 1)

Departmental Programs:
 Allocated Based On Users (\$44,400)

Issue Total: 0

Summary

The Department of Management Services is requesting to amend the E-Mail Service Migration from Southwood Shared Resource Center (SSRC) To Office 365 issue to fund the issue through existing resources.

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
	AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD REQ FY 2015-16	AGY FIN REQ FY 2015-16
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: SUPPORT PROGRAM						72600000
MOTOR VEHIC/WATERCRAFT MGT						72600300
GOV OPERATIONS/SUPPORT						16
GOVERNMENTAL OPERATIONS						1601.00.00.00
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0
EXPENSES						040000
OPERATING TRUST FUND -STATE			355-		355-	2510 1
DATA PROCESSING SERVICES						210000
STATE DATA CENTER - AST						210001
OPERATING TRUST FUND -STATE		2,900-			2,900	2510 1
TOTAL: E-MAIL SERVICE MIGRATION FROM						36260C0
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						
TOTAL ISSUE.....		2,900-	355-		2,545	

AGENCY ISSUE NARRATIVE:

2015-2016 BUDGET YEAR NARRATIVE: IT COMPONENT? YES
 ISSUE TITLE: E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - DEDUCT

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#25 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

The Department of Management Services (DMS) provides shared services to state agencies and local governments allowing them to focus on their core mission. Our goal is to provide excellence in product and service delivery. GOAL #12: To deliver and promote the development of high quality, innovative, cost efficient technology services, and in so doing provide support to state agencies and other eligible users in achieving their missions and goals.

SUMMARY:

The Department of Management Services requests a nonrecurring increase of \$100,000 in the Contracted Services category (100777) and \$14,400 in the Expenses category (040000) in the Administrative Trust Fund (2021) within the Executive Direction and Administration budget entity (72010100) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. The migration includes a projected recurring annual savings of \$20,000.

COL A12	COL A14	COL A15	COL A16	COL A14-A12	
AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16	CODES
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
MANAGEMENT SRVCS, DEPT OF					72000000
PGM: SUPPORT PROGRAM					72600000
<u>MOTOR VEHIC/WATERCRAFT MGT</u>					72600300
GOV OPERATIONS/SUPPORT					16
<u>GOVERNMENTAL OPERATIONS</u>					<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY					3620000
E-MAIL SERVICE MIGRATION FROM					
SOUTHWOOD SHARED RESOURCE CENTER					
(SSRC) TO OFFICE 365 - DEDUCT					36260C0

PROBLEM STATEMENT:

The Department currently procures e-mail services from the Southwood Shared Resource Center (SSRC), which is projected to increase in cost. The current e-mail services provided by the SSRC: do not provide tools for security, has minimal tools for compliance, provides minimal tools to simplify conference communications, provides no tools to protect agency data, are supported on aged platforms and software, have limited failover and disaster recovery services.

GENERAL INFORMATION:

This request demonstrates a funding request that proposes Software as a Server (SaaS) both for the Office 365 product and for the platform that connects DMS to Office 365. There are multiple domains that must join the Office 365 service. There are 4 total domains sharing Microsoft Enterprise Agreement services, 2 of which are entities reporting administratively to DMS.

The business reasons driving the migration to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in Office 365 not requiring implementation by state data center.

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(1) A narrative description that articulates the business needs(s) driving the agency to propose this type of approach:

A. Office 365:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD REQ FY 2015-16	AGY FIN REQ FY 2015-16	OVER(UNDER)		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
										72000000
										72600000
										72600300
										16
										<u>1601.00.00.00</u>
										3620000
										36260C0

reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

B. Regarding Azure platform:

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(2) A description of the various options that were analyzed:

A. Regarding e-mail service, the options were:

1. E-Mail Service Option 1 - Stay with expensive and feature limited Data Center e-mail service;
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the options analyzed were:

1. Platform Option 1 (State Data Center recommendation)
2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)
3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

(3) A summary of the agency's analysis and evaluation of the various options:

A. Regarding e-mail service, the results of the agency's analysis and evaluation prefer Option 2 for both cost and services rendered.

1. E-Mail Service Option 1: Stay with expensive and feature limited Data Center e-mail service.
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the results of the agency's analysis and evaluation prefer Option 3 for both cost and services rendered.

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: SUPPORT PROGRAM						72600000
<u>MOTOR VEHIC/WATERCRAFT MGT</u>						72600300
GOV OPERATIONS/SUPPORT						16
<u>GOVERNMENTAL OPERATIONS</u>						<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0

1. Platform Option 1 (State Data Center recommendation)

- (a) 5 servers for each agency
- (b) 2 DirSync, 2 ADFS, 1 proxy
- (c) \$28,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$112,000 annually for server platforms
- (e) Configuration of platforms and migration of e-mail required contracted services

2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)

- (a) 1 server for each agency
- (b) 1 DirSync
- (c) \$6,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$24,000 annually for server platforms.
- (e) Configuration of platforms and migration of e-mail required contracted services

3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

- (a) 4 servers for all agencies desiring to join
- (b) 1 ADFS, 1 DirSync, 1 web app proxy, 1 replica of AD
- (c) \$10,000 annually hosted in Azure
- (d) DMS uniquely serves 4 domains covered under the same platform
- (e) Configuration of platforms and migration of e-mail required contracted services
- (f) Azure cloud-based platform innately provides failover and disaster recovery as part of the service.

WHAT BENEFITS WILL BE OBTAINED BY FUNDING THIS ISSUE:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibly, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	POS	AGY AMD REQ FY 2015-16	POS	AGY AMD N/R FY 2015-16	POS	AGY AMD ANZ FY 2015-16	POS	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16	
AMOUNT		AMOUNT		AMOUNT		AMOUNT		AMOUNT	AMOUNT	
										72000000
										72600000
										72600300
										16
										<u>1601.00.00.00</u>
										3620000
										36260C0

MANAGEMENT SRVCS, DEPT OF
 PGM: SUPPORT PROGRAM
 MOTOR VEHIC/WATERCRAFT MGT
 GOV OPERATIONS/SUPPORT
 GOVERNMENTAL OPERATIONS
 AGENCY-WIDE INFORMATION TECHNOLOGY
 E-MAIL SERVICE MIGRATION FROM
 SOUTHWOOD SHARED RESOURCE CENTER
 (SSRC) TO OFFICE 365 - DEDUCT

implementation by state data center.

The Return on Investment (ROI) is both cost savings and cost avoidance. The recurring budget related to email costs will be reduced by (\$12,500) in fiscal year 2015-2016 and by (\$7,500) in fiscal year 2016-2017. This is a total reduction of (\$20,000) annually, which will pay for the one time initial investment of \$114,400 in just over five years from a prospective of a recurring reduction of (\$20,000). Projections provided by the State Data Center (Southwood Shared Resource Center) reflect the annual email services through Data Center could increase by \$70,000 annually because the Department of Management Services will assume a large share of the cost as other Departments migrate off the email service provided by the Data Center. Through cost avoidance the initial investment of \$114,400 could be recovered in less than two years.

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE:

If not funded, the impact includes, but is not limited to: State data center costs will continue to rise, compliance will continue to be arduous (no e-mail encryption, legal hold search across mailboxes, teams sites and recorded meetings), communications and conferencing will continue to require travel, protection of agency data in e-mail will continue to have no programmatic policies or protection tools, IT overhead will continue to be high, aged and legacy server-based platforms and software will continue, and failover/disaster recovery services for e-mail will continue to be absent.

COST CALCULATIONS:

The calculations demonstrated below provide the means to have sufficient budget authority to enable the migration of e-mail services from the State Data Center to Office 365:

	Fiscal Year 2015-2016	Nonrecurring 2015-2016	Annualization 2015-2016
State Data Center AST (Multiple Programs)	(\$150,756)	0	(\$50,252)
Expenses (Multiple Programs)	\$146,656	\$14,400	\$42,752
Contracted Services Executive Direction and Administration	\$106,000	\$100,000	0
Total:	\$101,900	\$114,400	(\$7,500)

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF										72000000
PGM: SUPPORT PROGRAM										72600000
<u>MOTOR VEHIC/WATERCRAFT MGT</u>										72600300
<u>GOV OPERATIONS/SUPPORT</u>										16
<u>GOVERNMENTAL OPERATIONS</u>										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - DEDUCT										36260C0

Recurring Savings \$101,900 - \$114,400= (\$12,500) + (\$7,500) = (\$20,000)
 Amended 2015-16 Narrative after January 30, 2015

The Department of Management Services requests to transfer budget authority of \$124,400 to the Executive Direction and Support Services budget entity (72010100) within the Administrative Trust Fund (2021) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. To fund the migration of email services to Office 365 the Department has identified the below existing budget authority to fund the issue. The originally submitted budget request remains the same with the exception of the below adjustment to provide existing budget authority to fund the issue.

Revised Cost Calculations:

	Fiscal Year 2015-2016
Add-36250C0	
Executive Direction and Support Services:	
Expenses (040000)	\$18,400
Contacted Services (100777)	\$106,000
(Administrative Trust Fund 2021, FSI 1)	
Delete- 36260C0	
Executive Direction and Support Services:	
Mail Services (101089)	(\$50,000)
(Administrative Trust Fund 2021, FSI 1)	
Executive Direction and Support Services:	
Contracted Services	(\$30,000)
(General Revenue 1000, FSI 1)	
Departmental Programs:	
Allocated Based On Users	(\$44,400)
Issue Total: 0	

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY AMD REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
	POS	POS	POS	POS	POS	AMOUNT
	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: SUPPORT PROGRAM						72600000
<u>MOTOR VEHIC/WATERCRAFT MGT</u>						72600300
GOV OPERATIONS/SUPPORT						16
<u>GOVERNMENTAL OPERATIONS</u>						<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0

Summary

The Department of Management Services is requesting to amend the E-Mail Service Migration from Southwood Shared Resource Center (SSRC) To Office 365 issue to fund the issue through existing resources.

TOTAL: GOVERNMENTAL OPERATIONS						<u>1601.00.00.00</u>
BY FUND TYPE						
TRUST FUNDS.....	433-	355-			78	2000
	=====	=====	=====	=====	=====	

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF										72000000
PGM: SUPPORT PROGRAM										72600000
PURCHASING OVERSIGHT										72600400
GOV OPERATIONS/SUPPORT										16
GOVERNMENTAL OPERATIONS										1601.00.00.00
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - ADD										36250C0
EXPENSES										040000
OPERATING TRUST FUND	-STATE	13,243						13,243-	2510	1

AGENCY ISSUE NARRATIVE:

2015-2016 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

ISSUE TITLE: E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - ADD

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#25 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

The Department of Management Services (DMS) provides shared services to state agencies and local governments allowing them to focus on their core mission. Our goal is to provide excellence in product and service delivery. GOAL #12: To deliver and promote the development of high quality, innovative, cost efficient technology services, and in so doing provide support to state agencies and other eligible users in achieving their missions and goals.

SUMMARY:

The Department of Management Services requests a nonrecurring increase of \$100,000 in the Contracted Services category (100777) and \$14,400 in the Expenses category (040000) in the Administrative Trust Fund (2021) within the Executive Direction and Administration budget entity (72010100) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. The migration includes a projected recurring annual savings of \$20,000.

PROBLEM STATEMENT:

The Department currently procures e-mail services from the Southwood Shared Resource Center (SSRC), which is projected to increase in cost. The current e-mail services provided by the SSRC: do not provide tools for security, has minimal tools for compliance, provides minimal tools to simplify conference communications, provides no tools to protect agency data, are supported on aged platforms and software, have limited failover and disaster recovery services.

GENERAL INFORMATION:

This request demonstrates a funding request that proposes Software as a Server (SaaS) both for the Office 365 product and for the platform that connects DMS to Office 365. There are multiple domains that must join the Office 365 service. There are 4 total domains sharing Microsoft Enterprise Agreement services, 2 of which are entities reporting administratively to DMS.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	POS AMOUNT	AGY AMD REQ FY 2015-16	POS AMOUNT	AGY AMD N/R FY 2015-16	POS AMOUNT	AGY AMD ANZ FY 2015-16	POS AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16	
MANAGEMENT SRVCS, DEPT OF										72000000
PGM: SUPPORT PROGRAM										72600000
<u>PURCHASING OVERSIGHT</u>										72600400
GOV OPERATIONS/SUPPORT										16
<u>GOVERNMENTAL OPERATIONS</u>										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - ADD										36250C0

The business reasons driving the migration to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in Office 365 not requiring implementation by state data center.

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(1) A narrative description that articulates the business needs(s) driving the agency to propose this type of approach:

A. Office 365:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

B. Regarding Azure platform:

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: SUPPORT PROGRAM						72600000
<u>PURCHASING OVERSIGHT</u>						72600400
<u>GOV OPERATIONS/SUPPORT</u>						16
<u>GOVERNMENTAL OPERATIONS</u>						<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - ADD						36250C0

(2) A description of the various options that were analyzed:

A. Regarding e-mail service, the options were:

1. E-Mail Service Option 1 - Stay with expensive and feature limited Data Center e-mail service;
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the options analyzed were:

1. Platform Option 1 (State Data Center recommendation)
2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)
3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

(3) A summary of the agency's analysis and evaluation of the various options:

A. Regarding e-mail service, the results of the agency's analysis and evaluation prefer Option 2 for both cost and services rendered.

1. E-Mail Service Option 1: Stay with expensive and feature limited Data Center e-mail service.
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the results of the agency's analysis and evaluation prefer Option 3 for both cost and services rendered.

1. Platform Option 1 (State Data Center recommendation)

- (a) 5 servers for each agency
- (b) 2 DirSync, 2 ADFS, 1 proxy
- (c) \$28,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$112,000 annually for server platforms
- (e) Configuration of platforms and migration of e-mail required contracted services

2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16 OVER(UNDER)	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
										72000000
										72600000
										72600400
										16
										<u>1601.00.00.00</u>
										3620000
										36250C0

MANAGEMENT SRVCS, DEPT OF
 PGM: SUPPORT PROGRAM
PURCHASING OVERSIGHT
 GOV OPERATIONS/SUPPORT
GOVERNMENTAL OPERATIONS
 AGENCY-WIDE INFORMATION TECHNOLOGY
 E-MAIL SERVICE MIGRATION FROM
 SOUTHWOOD SHARED RESOURCE CENTER
 (SSRC) TO OFFICE 365 - ADD

- (a) 1 server for each agency
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- (c) \$6,000 annually hosted in State Data Center
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- (e) Configuration of platforms and migration of e-mail required contracted services

3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

- (a) 4 servers for all agencies desiring to join
- (b) 1 ADFS, 1 DirSync, 1 web app proxy, 1 replica of AD
- (c) \$10,000 annually hosted in Azure
- (d) DMS uniquely serves 4 domains covered under the same platform
- (e) Configuration of platforms and migration of e-mail required contracted services
- (f) Azure cloud-based platform innately provides failover and disaster recovery as part of the service.

WHAT BENEFITS WILL BE OBTAINED BY FUNDING THIS ISSUE:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibly, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

The Return on Investment (ROI) is both cost savings and cost avoidance. The recurring budget related to email costs will be reduced by (\$12,500) in fiscal year 2015-2016 and by (\$7,500) in fiscal year 2016-2017. This is a total reduction of (\$20,000) annually, which will pay for the one time initial investment of \$114,400 in just over five years from a prospective of a recurring reduction of (\$20,000). Projections provided by the State Data Center (Southwood Shared Resource Center) reflect the annual email services through Data Center could increase by \$70,000 annually because the Department of Management Services will assume a large share of the cost as other Departments migrate off the email service provided by the Data Center. Through cost avoidance the initial investment of \$114,400 could be recovered in less than two years.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16 POS	
MANAGEMENT SRVCS, DEPT OF										72000000
PGM: SUPPORT PROGRAM										72600000
<u>PURCHASING OVERSIGHT</u>										72600400
<u>GOV OPERATIONS/SUPPORT</u>										16
<u>GOVERNMENTAL OPERATIONS</u>										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - ADD										36250C0

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE:

If not funded, the impact includes, but is not limited to: State data center costs will continue to rise, compliance will continue to be arduous (no e-mail encryption, legal hold search across mailboxes, teams sites and recorded meetings), communications and conferencing will continue to require travel, protection of agency data in e-mail will continue to have no programmatic policies or protection tools, IT overhead will continue to be high, aged and legacy server-based platforms and software will continue, and failover/disaster recovery services for e-mail will continue to be absent.

COST CALCULATIONS:

The calculations demonstrated below provide the means to have sufficient budget authority to enable the migration of e-mail services from the State Data Center to Office 365:

	Fiscal Year 2015-2016	Nonrecurring 2015-2016	Annualization 2015-2016
State Data Center AST (Multiple Programs)	(\$150,756)	0	(\$50,252)
Expenses (Multiple Programs)	\$146,656	\$14,400	\$42,752
Contracted Services Executive Direction and Administration	\$106,000	\$100,000	0
Total:	\$101,900	\$114,400	(\$7,500)

Recurring Savings \$101,900 - \$114,400= (\$12,500) + (\$7,500) = (\$20,000)

Amended 2015-16 Narrative after January 30, 2015

The Department of Management Services requests to transfer budget authority of \$124,400 to the Executive Direction and Support Services budget entity (72010100) within the Administrative Trust Fund (2021) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. To fund the migration of email services to Office 365 the Department has identified the below existing budget authority to fund the issue. The originally submitted budget request remains the same with the exception of the below adjustment to provide existing budget authority to fund the issue.

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: SUPPORT PROGRAM						72600000
<u>PURCHASING OVERSIGHT</u>						72600400
<u>GOV OPERATIONS/SUPPORT</u>						16
<u>GOVERNMENTAL OPERATIONS</u>						<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - ADD						36250C0

Revised Cost Calculations:

Fiscal Year
 2015-2016

Add-36250C0

Executive Direction and Support Services:
 Expenses (040000) \$18,400
 Contacted Services (100777) \$106,000
 (Administrative Trust Fund 2021, FSI 1)

Delete- 36260C0

Executive Direction and Support Services:
 Mail Services (101089) (\$50,000)
 (Administrative Trust Fund 2021, FSI 1)

Executive Direction and Support Services:
 Contracted Services (\$30,000)
 (General Revenue 1000, FSI 1)

Departmental Programs:
 Allocated Based On Users (\$44,400)

Issue Total: 0

Summary

The Department of Management Services is requesting to amend the E-Mail Service Migration from Southwood Shared Resource Center (SSRC) To Office 365 issue to fund the issue through existing resources.

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
						CODES
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: SUPPORT PROGRAM						72600000
<u>PURCHASING OVERSIGHT</u>						72600400
<u>GOV OPERATIONS/SUPPORT</u>						16
<u>GOVERNMENTAL OPERATIONS</u>						<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0
SPECIAL CATEGORIES						100000
CONTRACTED SERVICES						100777
OPERATING TRUST FUND	-STATE		2,420-		2,420-	2510 1
=====						
DATA PROCESSING SERVICES						210000
STATE DATA CENTER - AST						210001
OPERATING TRUST FUND	-STATE	15,567-			15,567	2510 1
=====						
TOTAL: E-MAIL SERVICE MIGRATION FROM						36260C0
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						
TOTAL ISSUE.....		15,567-	2,420-		13,147	
=====						

AGENCY ISSUE NARRATIVE:

2015-2016 BUDGET YEAR NARRATIVE: IT COMPONENT? YES
 ISSUE TITLE: E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - DEDUCT

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:
 #25 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:
 The Department of Management Services (DMS) provides shared services to state agencies and local governments allowing them to focus on their core mission. Our goal is to provide excellence in product and service delivery. GOAL #12: To deliver and promote the development of high quality, innovative, cost efficient technology services, and in so doing provide support to state agencies and other eligible users in achieving their missions and goals.

SUMMARY:
 The Department of Management Services requests a nonrecurring increase of \$100,000 in the Contracted Services category (100777) and \$14,400 in the Expenses category (040000) in the Administrative Trust Fund (2021) within the Executive Direction and Administration budget entity (72010100) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. The migration includes a projected recurring annual savings of \$20,000.

COL A12	COL A14	COL A15	COL A16	COL A14-A12	
AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
					CODES
MANAGEMENT SRVCS, DEPT OF					72000000
PGM: SUPPORT PROGRAM					72600000
<u>PURCHASING OVERSIGHT</u>					72600400
GOV OPERATIONS/SUPPORT					16
<u>GOVERNMENTAL OPERATIONS</u>					<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY					3620000
E-MAIL SERVICE MIGRATION FROM					
SOUTHWOOD SHARED RESOURCE CENTER					
(SSRC) TO OFFICE 365 - DEDUCT					36260C0

PROBLEM STATEMENT:

The Department currently procures e-mail services from the Southwood Shared Resource Center (SSRC), which is projected to increase in cost. The current e-mail services provided by the SSRC: do not provide tools for security, has minimal tools for compliance, provides minimal tools to simplify conference communications, provides no tools to protect agency data, are supported on aged platforms and software, have limited failover and disaster recovery services.

GENERAL INFORMATION:

This request demonstrates a funding request that proposes Software as a Server (SaaS) both for the Office 365 product and for the platform that connects DMS to Office 365. There are multiple domains that must join the Office 365 service. There are 4 total domains sharing Microsoft Enterprise Agreement services, 2 of which are entities reporting administratively to DMS.

The business reasons driving the migration to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in Office 365 not requiring implementation by state data center.

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(1) A narrative description that articulates the business needs(s) driving the agency to propose this type of approach:

A. Office 365:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY FIN REQ FY 2015-16	AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	OVER(UNDER)	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
										72000000
										72600000
										72600400
										16
										<u>1601.00.00.00</u>
										3620000
										36260C0

MANAGEMENT SRVCS, DEPT OF
 PGM: SUPPORT PROGRAM
PURCHASING OVERSIGHT
 GOV OPERATIONS/SUPPORT
GOVERNMENTAL OPERATIONS
 AGENCY-WIDE INFORMATION TECHNOLOGY
 E-MAIL SERVICE MIGRATION FROM
 SOUTHWOOD SHARED RESOURCE CENTER
 (SSRC) TO OFFICE 365 - DEDUCT

protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

B. Regarding Azure platform:

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(2) A description of the various options that were analyzed:

A. Regarding e-mail service, the options were:

1. E-Mail Service Option 1 - Stay with expensive and feature limited Data Center e-mail service;
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the options analyzed were:

1. Platform Option 1 (State Data Center recommendation)
2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)
3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

(3) A summary of the agency's analysis and evaluation of the various options:

A. Regarding e-mail service, the results of the agency's analysis and evaluation prefer Option 2 for both cost and services rendered.

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B. Regarding platform options to facilitate communication to Office 365, the results of the agency's analysis and

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF										72000000
PGM: SUPPORT PROGRAM										72600000
<u>PURCHASING OVERSIGHT</u>										72600400
<u>GOV OPERATIONS/SUPPORT</u>										16
<u>GOVERNMENTAL OPERATIONS</u>										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - DEDUCT										36260C0

evaluation prefer Option 3 for both cost and services rendered.

1. Platform Option 1 (State Data Center recommendation)

- (a) 5 servers for each agency
- (b) 2 DirSync, 2 ADFS, 1 proxy
- (c) \$28,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$112,000 annually for server platforms
- (e) Configuration of platforms and migration of e-mail required contracted services

2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)

- (a) 1 server for each agency
- (b) 1 DirSync
- (c) \$6,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$24,000 annually for server platforms.
- (e) Configuration of platforms and migration of e-mail required contracted services

3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

- (a) 4 servers for all agencies desiring to join
- (b) 1 ADFS, 1 DirSync, 1 web app proxy, 1 replica of AD
- (c) \$10,000 annually hosted in Azure
- (d) DMS uniquely serves 4 domains covered under the same platform
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WHAT BENEFITS WILL BE OBTAINED BY FUNDING THIS ISSUE:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibly, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
						CODES
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: SUPPORT PROGRAM						72600000
<u>PURCHASING OVERSIGHT</u>						72600400
GOV OPERATIONS/SUPPORT						16
GOVERNMENTAL OPERATIONS						<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0

supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

The Return on Investment (ROI) is both cost savings and cost avoidance. The recurring budget related to email costs will be reduced by (\$12,500) in fiscal year 2015-2016 and by (\$7,500) in fiscal year 2016-2017. This is a total reduction of (\$20,000) annually, which will pay for the one time initial investment of \$114,400 in just over five years from a prospective of a recurring reduction of (\$20,000). Projections provided by the State Data Center (Southwood Shared Resource Center) reflect the annual email services through Data Center could increase by \$70,000 annually because the Department of Management Services will assume a large share of the cost as other Departments migrate off the email service provided by the Data Center. Through cost avoidance the initial investment of \$114,400 could be recovered in less than two years.

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE:

If not funded, the impact includes, but is not limited to: State data center costs will continue to rise, compliance will continue to be arduous (no e-mail encryption, legal hold search across mailboxes, teams sites and recorded meetings), communications and conferencing will continue to require travel, protection of agency data in e-mail will continue to have no programmatic policies or protection tools, IT overhead will continue to be high, aged and legacy server-based platforms and software will continue, and failover/disaster recovery services for e-mail will continue to be absent.

COST CALCULATIONS:

The calculations demonstrated below provide the means to have sufficient budget authority to enable the migration of e-mail services from the State Data Center to Office 365:

	Fiscal Year 2015-2016	Nonrecurring 2015-2016	Annualization 2015-2016
State Data Center AST (Multiple Programs)	(\$150,756)	0	(\$50,252)
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Contracted Services Executive Direction and Administration	\$106,000	\$100,000	0

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY AMD REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
						CODES
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: SUPPORT PROGRAM						72600000
<u>PURCHASING OVERSIGHT</u>						72600400
<u>GOV OPERATIONS/SUPPORT</u>						16
<u>GOVERNMENTAL OPERATIONS</u>						<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0
 Total:			\$101,900	\$114,400		(\$7,500)

Recurring Savings \$101,900 - \$114,400= (\$12,500) + (\$7,500) = (\$20,000)

Amended 2015-16 Narrative after January 30, 2015

The Department of Management Services requests to transfer budget authority of \$124,400 to the Executive Direction and Support Services budget entity (72010100) within the Administrative Trust Fund (2021) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. To fund the migration of email services to Office 365 the Department has identified the below existing budget authority to fund the issue. The originally submitted budget request remains the same with the exception of the below adjustment to provide existing budget authority to fund the issue.

Revised Cost Calculations:

	Fiscal Year
	2015-2016
Add-36250C0	
Executive Direction and Support Services:	
Expenses (040000)	\$18,400
Contacted Services (100777)	\$106,000
(Administrative Trust Fund 2021, FSI 1)	
 Delete- 36260C0	
Executive Direction and Support Services:	
Mail Services (101089)	(\$50,000)
(Administrative Trust Fund 2021, FSI 1)	
 Executive Direction and Support Services:	
Contracted Services	(\$30,000)
(General Revenue 1000, FSI 1)	
 Departmental Programs:	
Allocated Based On Users	(\$44,400)

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	POS	AGY AMD REQ FY 2015-16	POS	AGY AMD N/R FY 2015-16	POS	AGY AMD ANZ FY 2015-16	POS	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16	
AMOUNT		AMOUNT		AMOUNT		AMOUNT		AMOUNT	AMOUNT	

MANAGEMENT SRVCS, DEPT OF 72000000
 PGM: SUPPORT PROGRAM 72600000
PURCHASING OVERSIGHT 72600400
 GOV OPERATIONS/SUPPORT 16
 GOVERNMENTAL OPERATIONS 1601.00.00.00
 AGENCY-WIDE INFORMATION TECHNOLOGY 3620000
 E-MAIL SERVICE MIGRATION FROM
 SOUTHWOOD SHARED RESOURCE CENTER
 (SSRC) TO OFFICE 365 - DEDUCT 36260C0

Issue Total: 0

Summary

The Department of Management Services is requesting to amend the E-Mail Service Migration from Southwood Shared Resource Center (SSRC) To Office 365 issue to fund the issue through existing resources.

TOTAL: GOVERNMENTAL OPERATIONS 1601.00.00.00
 BY FUND TYPE
 TRUST FUNDS..... 2,324- 2,420- 96- 2000
 =====

COL A12	COL A14	COL A15	COL A16	COL A14-A12	
AGY FIN REQ FY 2015-16 POS	AGY AMD REQ FY 2015-16 POS	AGY AMD N/R FY 2015-16 POS	AGY AMD ANZ FY 2015-16 POS	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT
MANAGEMENT SRVCS, DEPT OF					72000000
PGM: SUPPORT PROGRAM					72600000
<u>OFFICE OF SUPPLIER DIVERSI</u>					72600500
GOV OPERATIONS/SUPPORT					16
<u>GOVERNMENTAL OPERATIONS</u>					<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY					3620000
E-MAIL SERVICE MIGRATION FROM					
SOUTHWOOD SHARED RESOURCE CENTER					
(SSRC) TO OFFICE 365 - ADD					36250C0
EXPENSES					040000
OPERATING TRUST FUND	-STATE	966			966- 2510 1

AGENCY ISSUE NARRATIVE:

2015-2016 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

ISSUE TITLE: E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - ADD

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#25 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

The Department of Management Services (DMS) provides shared services to state agencies and local governments allowing them to focus on their core mission. Our goal is to provide excellence in product and service delivery. GOAL #12: To deliver and promote the development of high quality, innovative, cost efficient technology services, and in so doing provide support to state agencies and other eligible users in achieving their missions and goals.

SUMMARY:

The Department of Management Services requests a nonrecurring increase of \$100,000 in the Contracted Services category (100777) and \$14,400 in the Expenses category (040000) in the Administrative Trust Fund (2021) within the Executive Direction and Administration budget entity (72010100) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. The migration includes a projected recurring annual savings of \$20,000.

PROBLEM STATEMENT:

The Department currently procures e-mail services from the Southwood Shared Resource Center (SSRC), which is projected to increase in cost. The current e-mail services provided by the SSRC: do not provide tools for security, has minimal tools for compliance, provides minimal tools to simplify conference communications, provides no tools to protect agency data, are supported on aged platforms and software, have limited failover and disaster recovery services.

GENERAL INFORMATION:

This request demonstrates a funding request that proposes Software as a Server (SaaS) both for the Office 365 product and for the platform that connects DMS to Office 365. There are multiple domains that must join the Office 365 service. There are 4 total domains sharing Microsoft Enterprise Agreement services, 2 of which are entities reporting administratively to DMS.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY FIN REQ FY 2015-16 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF										72000000
PGM: SUPPORT PROGRAM										72600000
<u>OFFICE OF SUPPLIER DIVERSI</u>										72600500
GOV OPERATIONS/SUPPORT										16
<u>GOVERNMENTAL OPERATIONS</u>										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - ADD										36250C0

The business reasons driving the migration to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in Office 365 not requiring implementation by state data center.

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(1) A narrative description that articulates the business needs(s) driving the agency to propose this type of approach:

A. Office 365:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

B. Regarding Azure platform:

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF										72000000
PGM: SUPPORT PROGRAM										72600000
<u>OFFICE OF SUPPLIER DIVERSI</u>										72600500
GOV OPERATIONS/SUPPORT										16
<u>GOVERNMENTAL OPERATIONS</u>										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - ADD										36250C0

(2) A description of the various options that were analyzed:

A. Regarding e-mail service, the options were:

1. E-Mail Service Option 1 - Stay with expensive and feature limited Data Center e-mail service;
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the options analyzed were:

1. Platform Option 1 (State Data Center recommendation)
2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)
3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

(3) A summary of the agency's analysis and evaluation of the various options:

A. Regarding e-mail service, the results of the agency's analysis and evaluation prefer Option 2 for both cost and services rendered.

1. E-Mail Service Option 1: Stay with expensive and feature limited Data Center e-mail service.
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the results of the agency's analysis and evaluation prefer Option 3 for both cost and services rendered.

1. Platform Option 1 (State Data Center recommendation)

- (a) 5 servers for each agency
- (b) 2 DirSync, 2 ADFS, 1 proxy
- (c) \$28,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$112,000 annually for server platforms
- (e) Configuration of platforms and migration of e-mail required contracted services

2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)

COL A12	COL A14	COL A15	COL A16	COL A14-A12	
AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
					72000000
					72600000
					72600500
					16
					<u>1601.00.00.00</u>
					3620000
					36250C0

MANAGEMENT SRVCS, DEPT OF
 PGM: SUPPORT PROGRAM
OFFICE OF SUPPLIER DIVERSI
GOV OPERATIONS/SUPPORT
GOVERNMENTAL OPERATIONS
 AGENCY-WIDE INFORMATION TECHNOLOGY
 E-MAIL SERVICE MIGRATION FROM
 SOUTHWOOD SHARED RESOURCE CENTER
 (SSRC) TO OFFICE 365 - ADD

- (a) 1 server for each agency
- (b) 1 DirSync
- (c) \$6,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$24,000 annually for server platforms.
- (e) Configuration of platforms and migration of e-mail required contracted services

3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

- (a) 4 servers for all agencies desiring to join
- (b) 1 ADFS, 1 DirSync, 1 web app proxy, 1 replica of AD
- (c) \$10,000 annually hosted in Azure
- (d) DMS uniquely serves 4 domains covered under the same platform
- (e) Configuration of platforms and migration of e-mail required contracted services
- (f) Azure cloud-based platform innately provides failover and disaster recovery as part of the service.

WHAT BENEFITS WILL BE OBTAINED BY FUNDING THIS ISSUE:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibly, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

The Return on Investment (ROI) is both cost savings and cost avoidance. The recurring budget related to email costs will be reduced by (\$12,500) in fiscal year 2015-2016 and by (\$7,500) in fiscal year 2016-2017. This is a total reduction of (\$20,000) annually, which will pay for the one time initial investment of \$114,400 in just over five years from a prospective of a recurring reduction of (\$20,000). Projections provided by the State Data Center (Southwood Shared Resource Center) reflect the annual email services through Data Center could increase by \$70,000 annually because the Department of Management Services will assume a large share of the cost as other Departments migrate off the email service provided by the Data Center. Through cost avoidance the initial investment of \$114,400 could be recovered in less than two years.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16 POS	
MANAGEMENT SRVCS, DEPT OF										72000000
PGM: SUPPORT PROGRAM										72600000
<u>OFFICE OF SUPPLIER DIVERSI</u>										72600500
GOV OPERATIONS/SUPPORT										16
<u>GOVERNMENTAL OPERATIONS</u>										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - ADD										36250C0

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE:

If not funded, the impact includes, but is not limited to: State data center costs will continue to rise, compliance will continue to be arduous (no e-mail encryption, legal hold search across mailboxes, teams sites and recorded meetings), communications and conferencing will continue to require travel, protection of agency data in e-mail will continue to have no programmatic policies or protection tools, IT overhead will continue to be high, aged and legacy server-based platforms and software will continue, and failover/disaster recovery services for e-mail will continue to be absent.

COST CALCULATIONS:

The calculations demonstrated below provide the means to have sufficient budget authority to enable the migration of e-mail services from the State Data Center to Office 365:

	Fiscal Year 2015-2016	Nonrecurring 015-2016	Annualization 2015-2016
State Data Center AST (Multiple Programs)	(\$150,756)	0	(\$50,252)
Expenses (Multiple Programs)	\$146,656	\$14,400	\$42,752
Contracted Services Executive Direction and Administration	\$106,000	\$100,000	0
Total:	\$101,900	\$114,400	(\$7,500)

Recurring Savings \$101,900 - \$114,400= (\$12,500) + (\$7,500) = (\$20,000)
 Amended 2015-16 Narrative after January 30, 2015

The Department of Management Services requests to transfer budget authority of \$124,400 to the Executive Direction and Support Services budget entity (72010100) within the Administrative Trust Fund (2021) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. To fund the migration of email services to Office 365 the Department has identified the below existing budget authority to fund the issue. The originally submitted budget request remains the same with the exception of the below adjustment to provide existing budget authority to fund the issue.

Revised Cost Calculations:

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16 POS	

MANAGEMENT SRVCS, DEPT OF	72000000
PGM: SUPPORT PROGRAM	72600000
<u>OFFICE OF SUPPLIER DIVERSI</u>	72600500
GOV OPERATIONS/SUPPORT	16
<u>GOVERNMENTAL OPERATIONS</u>	<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY	3620000
E-MAIL SERVICE MIGRATION FROM	
SOUTHWOOD SHARED RESOURCE CENTER	
(SSRC) TO OFFICE 365 - ADD	36250C0

Fiscal Year
2015-2016

Add-36250C0
 Executive Direction and Support Services:
 Expenses (040000) \$18,400
 Contacted Services (100777) \$106,000
 (Administrative Trust Fund 2021, FSI 1)

Delete- 36260C0
 Executive Direction and Support Services:
 Mail Services (101089) (\$50,000)
 (Administrative Trust Fund 2021, FSI 1)

Executive Direction and Support Services:
 Contracted Services (\$30,000)
 (General Revenue 1000, FSI 1)

Departmental Programs:
 Allocated Based On Users (\$44,400)

Issue Total: 0

Summary
 The Department of Management Services is requesting to amend the E-Mail Service Migration from Southwood Shared Resource Center (SSRC) To Office 365 issue to fund the issue through existing resources.

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
	AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD REQ FY 2015-16	AGY FIN REQ FY 2015-16
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: SUPPORT PROGRAM						72600000
OFFICE OF SUPPLIER DIVERSI						72600500
GOV OPERATIONS/SUPPORT						16
GOVERNMENTAL OPERATIONS						1601.00.00.00
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0
EXPENSES						040000
OPERATING TRUST FUND -STATE			355-		355-	2510 1
DATA PROCESSING SERVICES						210000
STATE DATA CENTER - AST						210001
OPERATING TRUST FUND -STATE		1,135-			1,135	2510 1
TOTAL: E-MAIL SERVICE MIGRATION FROM						36260C0
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						
TOTAL ISSUE.....		1,135-	355-		780	

AGENCY ISSUE NARRATIVE:

2015-2016 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

ISSUE TITLE: E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - DEDUCT

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#25 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

The Department of Management Services (DMS) provides shared services to state agencies and local governments allowing them to focus on their core mission. Our goal is to provide excellence in product and service delivery. GOAL #12: To deliver and promote the development of high quality, innovative, cost efficient technology services, and in so doing provide support to state agencies and other eligible users in achieving their missions and goals.

SUMMARY:

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COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY FIN REQ FY 2015-16	AGY FIN REQ FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
										72000000
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										16
										<u>1601.00.00.00</u>
										3620000
										36260C0

MANAGEMENT SRVCS, DEPT OF
 PGM: SUPPORT PROGRAM
OFFICE OF SUPPLIER DIVERSI
GOV OPERATIONS/SUPPORT
GOVERNMENTAL OPERATIONS
 AGENCY-WIDE INFORMATION TECHNOLOGY
 E-MAIL SERVICE MIGRATION FROM
 SOUTHWOOD SHARED RESOURCE CENTER
 (SSRC) TO OFFICE 365 - DEDUCT

PROBLEM STATEMENT:

The Department currently procures e-mail services from the Southwood Shared Resource Center (SSRC), which is projected to increase in cost. The current e-mail services provided by the SSRC: do not provide tools for security, has minimal tools for compliance, provides minimal tools to simplify conference communications, provides no tools to protect agency data, are supported on aged platforms and software, have limited failover and disaster recovery services.

GENERAL INFORMATION:

This request demonstrates a funding request that proposes Software as a Server (SaaS) both for the Office 365 product and for the platform that connects DMS to Office 365. There are multiple domains that must join the Office 365 service. There are 4 total domains sharing Microsoft Enterprise Agreement services, 2 of which are entities reporting administratively to DMS.

The business reasons driving the migration to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in Office 365 not requiring implementation by state data center.

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(1) A narrative description that articulates the business needs(s) driving the agency to propose this type of approach:

A. Office 365:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant

COL A12	COL A14	COL A15	COL A16	COL A14-A12	
AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16	CODES
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
					72000000
					72600000
					72600500
					16
					<u>1601.00.00.00</u>
					3620000
					36260C0

reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

B. Regarding Azure platform:

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(2) A description of the various options that were analyzed:

A. Regarding e-mail service, the options were:

1. E-Mail Service Option 1 - Stay with expensive and feature limited Data Center e-mail service;
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the options analyzed were:

1. Platform Option 1 (State Data Center recommendation)
2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)
3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

(3) A summary of the agency's analysis and evaluation of the various options:

A. Regarding e-mail service, the results of the agency's analysis and evaluation prefer Option 2 for both cost and services rendered.

1. E-Mail Service Option 1: Stay with expensive and feature limited Data Center e-mail service.
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B. Regarding platform options to facilitate communication to Office 365, the results of the agency's analysis and evaluation prefer Option 3 for both cost and services rendered.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16 POS	
MANAGEMENT SRVCS, DEPT OF										72000000
PGM: SUPPORT PROGRAM										72600000
<u>OFFICE OF SUPPLIER DIVERSI</u>										72600500
GOV OPERATIONS/SUPPORT										16
<u>GOVERNMENTAL OPERATIONS</u>										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - DEDUCT										36260C0

1. Platform Option 1 (State Data Center recommendation)

- (a) 5 servers for each agency
- (b) 2 DirSync, 2 ADFS, 1 proxy
- (c) \$28,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$112,000 annually for server platforms
- (e) Configuration of platforms and migration of e-mail required contracted services

2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)

- (a) 1 server for each agency
- (b) 1 DirSync
- (c) \$6,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$24,000 annually for server platforms.
- (e) Configuration of platforms and migration of e-mail required contracted services

3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

- (a) 4 servers for all agencies desiring to join
- (b) 1 ADFS, 1 DirSync, 1 web app proxy, 1 replica of AD
- (c) \$10,000 annually hosted in Azure
- (d) DMS uniquely serves 4 domains covered under the same platform
- (e) Configuration of platforms and migration of e-mail required contracted services
- (f) Azure cloud-based platform innately provides failover and disaster recovery as part of the service.

WHAT BENEFITS WILL BE OBTAINED BY FUNDING THIS ISSUE:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibly, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
	AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD REQ FY 2015-16	AGY FIN REQ FY 2015-16
	POS AMOUNT	POS AMOUNT	POS AMOUNT	POS AMOUNT	POS AMOUNT	POS AMOUNT
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: SUPPORT PROGRAM						72600000
<u>OFFICE OF SUPPLIER DIVERSI</u>						72600500
GOV OPERATIONS/SUPPORT						16
<u>GOVERNMENTAL OPERATIONS</u>						<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0

implementation by state data center.

The Return on Investment (ROI) is both cost savings and cost avoidance. The recurring budget related to email costs will be reduced by (\$12,500) in fiscal year 2015-2016 and by (\$7,500) in fiscal year 2016-2017. This is a total reduction of (\$20,000) annually, which will pay for the one time initial investment of \$114,400 in just over five years from a prospective of a recurring reduction of (\$20,000). Projections provided by the State Data Center (Southwood Shared Resource Center) reflect the annual email services through Data Center could increase by \$70,000 annually because the Department of Management Services will assume a large share of the cost as other Departments migrate off the email service provided by the Data Center. Through cost avoidance the initial investment of \$114,400 could be recovered in less than two years.

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE:

If not funded, the impact includes, but is not limited to: State data center costs will continue to rise, compliance will continue to be arduous (no e-mail encryption, legal hold search across mailboxes, teams sites and recorded meetings), communications and conferencing will continue to require travel, protection of agency data in e-mail will continue to have no programmatic policies or protection tools, IT overhead will continue to be high, aged and legacy server-based platforms and software will continue, and failover/disaster recovery services for e-mail will continue to be absent.

COST CALCULATIONS:

The calculations demonstrated below provide the means to have sufficient budget authority to enable the migration of e-mail services from the State Data Center to Office 365:

	Fiscal Year 2015-2016	Nonrecurring 2015-2016	Annualization 2015-2016
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Expenses (Multiple Programs)	\$146,656	\$14,400	\$42,752
Contracted Services Executive Direction and Administration	\$106,000	\$100,000	0
Total:	\$101,900	\$114,400	(\$7,500)

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: SUPPORT PROGRAM						72600000
<u>OFFICE OF SUPPLIER DIVERSI</u>						72600500
<u>GOV OPERATIONS/SUPPORT</u>						16
<u>GOVERNMENTAL OPERATIONS</u>						<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0

Recurring Savings \$101,900 - \$114,400= (\$12,500) + (\$7,500) = (\$20,000)

Amended 2015-16 Narrative after January 30, 2015

The Department of Management Services requests to transfer budget authority of \$124,400 to the Executive Direction and Support Services budget entity (72010100) within the Administrative Trust Fund (2021) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. To fund the migration of email services to Office 365 the Department has identified the below existing budget authority to fund the issue. The originally submitted budget request remains the same with the exception of the below adjustment to provide existing budget authority to fund the issue.

Revised Cost Calculations:

	Fiscal Year
	2015-2016
Add-36250C0	
Executive Direction and Support Services:	
Expenses (040000)	\$18,400
Contacted Services (100777)	\$106,000
(Administrative Trust Fund 2021, FSI 1)	
Delete- 36260C0	
Executive Direction and Support Services:	
Mail Services (101089)	(\$50,000)
(Administrative Trust Fund 2021, FSI 1)	
Executive Direction and Support Services:	
Contracted Services	(\$30,000)
(General Revenue 1000, FSI 1)	
Departmental Programs:	
Allocated Based On Users	(\$44,400)

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY AMD REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
	POS	POS	POS	POS	POS	AMOUNT
	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: SUPPORT PROGRAM						72600000
<u>OFFICE OF SUPPLIER DIVERSI</u>						72600500
GOV OPERATIONS/SUPPORT						16
<u>GOVERNMENTAL OPERATIONS</u>						<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0

Issue Total: 0

Summary

The Department of Management Services is requesting to amend the E-Mail Service Migration from Southwood Shared Resource Center (SSRC) To Office 365 issue to fund the issue through existing resources.

TOTAL: GOVERNMENTAL OPERATIONS						<u>1601.00.00.00</u>
BY FUND TYPE						
TRUST FUNDS.....	169-	355-			186-	2000
	=====	=====	=====	=====	=====	

COL A12	COL A14	COL A15	COL A16	COL A14-A12	
AGY FIN REQ FY 2015-16 POS	AGY AMD REQ FY 2015-16 POS	AGY AMD N/R FY 2015-16 POS	AGY AMD ANZ FY 2015-16 POS	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT
MANAGEMENT SRVCS, DEPT OF					72000000
PGM: SUPPORT PROGRAM					72600000
<u>PRIVATE PRISON MONITORING</u>					72600800
PUBLIC PROTECTION					12
<u>ADULT PRISONS</u>					<u>1206.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY					3620000
E-MAIL SERVICE MIGRATION FROM					
SOUTHWOOD SHARED RESOURCE CENTER					
(SSRC) TO OFFICE 365 - ADD					36250C0
EXPENSES					040000
GENERAL REVENUE FUND	-STATE	617			617- 1000 1

AGENCY ISSUE NARRATIVE:

2015-2016 BUDGET YEAR NARRATIVE: IT COMPONENT? YES
 ISSUE TITLE: E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - ADD

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:
 #25 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:
 The Department of Management Services (DMS) provides shared services to state agencies and local governments allowing them to focus on their core mission. Our goal is to provide excellence in product and service delivery. GOAL #12: To deliver and promote the development of high quality, innovative, cost efficient technology services, and in so doing provide support to state agencies and other eligible users in achieving their missions and goals.

SUMMARY:
 The Department of Management Services requests a nonrecurring increase of \$100,000 in the Contracted Services category (100777) and \$14,400 in the Expenses category (040000) in the Administrative Trust Fund (2021) within the Executive Direction and Administration budget entity (72010100) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. The migration includes a projected recurring annual savings of \$20,000.

PROBLEM STATEMENT:
 The Department currently procures e-mail services from the Southwood Shared Resource Center (SSRC), which is projected to increase in cost. The current e-mail services provided by the SSRC: do not provide tools for security, has minimal tools for compliance, provides minimal tools to simplify conference communications, provides no tools to protect agency data, are supported on aged platforms and software, have limited failover and disaster recovery services.

GENERAL INFORMATION:
 This request demonstrates a funding request that proposes Software as a Server (SaaS) both for the Office 365 product and for the platform that connects DMS to Office 365. There are multiple domains that must join the Office 365 service. There are 4 total domains sharing Microsoft Enterprise Agreement services, 2 of which are entities reporting administratively to DMS.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF										72000000
PGM: SUPPORT PROGRAM										72600000
<u>PRIVATE PRISON MONITORING</u>										72600800
PUBLIC PROTECTION										12
<u>ADULT PRISONS</u>										<u>1206.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - ADD										36250C0

The business reasons driving the migration to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in Office 365 not requiring implementation by state data center.

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(1) A narrative description that articulates the business needs(s) driving the agency to propose this type of approach:

A. Regarding Office 365:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

B. Regarding Azure platform:

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	CODES
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: SUPPORT PROGRAM						72600000
<u>PRIVATE PRISON MONITORING</u>						72600800
PUBLIC PROTECTION						12
<u>ADULT PRISONS</u>						<u>1206.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - ADD						36250C0

(2) A description of the various options that were analyzed:

A. Regarding e-mail service, the options were:

1. E-Mail Service Option 1 - Stay with expensive and feature limited Data Center e-mail service;
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the options analyzed were:

1. Platform Option 1 (State Data Center recommendation)
2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)
3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

(3) A summary of the agency's analysis and evaluation of the various options:

A. Regarding e-mail service, the results of the agency's analysis and evaluation prefer Option 2 for both cost and services rendered.

1. E-Mail Service Option 1: Stay with expensive and feature limited Data Center e-mail service.
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the results of the agency's analysis and evaluation prefer Option 3 for both cost and services rendered.

1. Platform Option 1 (State Data Center recommendation)

- (a) 5 servers for each agency
- (b) 2 DirSync, 2 ADFS, 1 proxy
- (c) \$28,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$112,000 annually for server platforms
- (e) Configuration of platforms and migration of e-mail required contracted services

2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF										72000000
PGM: SUPPORT PROGRAM										72600000
<u>PRIVATE PRISON MONITORING</u>										72600800
PUBLIC PROTECTION										12
<u>ADULT PRISONS</u>										<u>1206.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - ADD										36250C0

- (a) 1 server for each agency
- (b) 1 DirSync
- (c) \$6,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$24,000 annually for server platforms.
- (e) Configuration of platforms and migration of e-mail required contracted services

3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

- (a) 4 servers for all agencies desiring to join
- (b) 1 ADFS, 1 DirSync, 1 web app proxy, 1 replica of AD
- (c) \$10,000 annually hosted in Azure
- (d) DMS uniquely serves 4 domains covered under the same platform
- (e) Configuration of platforms and migration of e-mail required contracted services
- (f) Azure cloud-based platform innately provides failover and disaster recovery as part of the service.

WHAT BENEFITS WILL BE OBTAINED BY FUNDING THIS ISSUE:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibly, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

The Return on Investment (ROI) is both cost savings and cost avoidance. The recurring budget related to email costs will be reduced by (\$12,500) in fiscal year 2015-2016 and by (\$7,500) in fiscal year 2016-2017. This is a total reduction of (\$20,000) annually, which will pay for the one time initial investment of \$114,400 in just over five years from a prospective of a recurring reduction of (\$20,000). Projections provided by the State Data Center (Southwood Shared Resource Center) reflect the annual email services through Data Center could increase by \$70,000 annually because the Department of Management Services will assume a large share of the cost as other Departments migrate off the email service provided by the Data Center. Through cost avoidance the initial investment of \$114,400 could be recovered in less than two years.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	POS	AGY AMD REQ FY 2015-16	POS	AGY AMD N/R FY 2015-16	POS	AGY AMD ANZ FY 2015-16	POS	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16	
AMOUNT		AMOUNT		AMOUNT		AMOUNT		AMOUNT	AMOUNT	
										72000000
										72600000
										72600800
										12
										<u>1206.00.00.00</u>
										3620000
										36250C0

MANAGEMENT SRVCS, DEPT OF
 PGM: SUPPORT PROGRAM
PRIVATE PRISON MONITORING
 PUBLIC PROTECTION
ADULT PRISONS

AGENCY-WIDE INFORMATION TECHNOLOGY
 E-MAIL SERVICE MIGRATION FROM
 SOUTHWOOD SHARED RESOURCE CENTER
 (SSRC) TO OFFICE 365 - ADD

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE:

If not funded, the impact includes, but is not limited to: State data center costs will continue to rise, compliance will continue to be arduous (no e-mail encryption, legal hold search across mailboxes, teams sites and recorded meetings), communications and conferencing will continue to require travel, protection of agency data in e-mail will continue to have no programmatic policies or protection tools, IT overhead will continue to be high, aged and legacy server-based platforms and software will continue, and failover/disaster recovery services for e-mail will continue to be absent.

COST CALCULATIONS:

The calculations demonstrated below provide the means to have sufficient budget authority to enable the migration of e-mail services from the State Data Center to Office 365:

	Fiscal Year 2015-2016	Nonrecurring 2015-2016	Annualization
2015-2016			
State Data Center AST (Multiple Programs)	(\$150,756)	0	(\$50,252)
Expenses (Multiple Programs)	\$146,656	\$14,400	\$42,752
Contracted Services Executive Direction and Administration	\$106,000	\$100,000	0
Total:	\$101,900	\$114,400	(\$7,500)

Recurring Savings \$101,900 - \$114,400= (\$12,500) + (\$7,500) = (\$20,000)

Amended 2015-16 Narrative after January 30, 2015

The Department of Management Services requests to transfer budget authority of \$124,400 to the Executive Direction and Support Services budget entity (72010100) within the Administrative Trust Fund (2021) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. To fund the migration of email services to Office 365 the Department has identified the below existing budget authority to fund the issue. The originally submitted budget request remains the same with the exception of the below adjustment to provide existing budget authority to fund the issue.

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: SUPPORT PROGRAM						72600000
<u>PRIVATE PRISON MONITORING</u>						72600800
PUBLIC PROTECTION						12
<u>ADULT PRISONS</u>						<u>1206.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - ADD						36250C0

Revised Cost Calculations:

	Fiscal Year
	2015-2016
Add-36250C0	
Executive Direction and Support Services:	
Expenses (040000)	\$18,400
Contacted Services (100777)	\$106,000
(Administrative Trust Fund 2021, FSI 1)	
Delete- 36260C0	
Executive Direction and Support Services:	
Mail Services (101089)	(\$50,000)
(Administrative Trust Fund 2021, FSI 1)	
Executive Direction and Support Services:	
Contracted Services	(\$30,000)
(General Revenue 1000, FSI 1)	
Departmental Programs:	
Allocated Based On Users	(\$44,400)
Issue Total: 0	

Summary

The Department of Management Services is requesting to amend the E-Mail Service Migration from Southwood Shared Resource Center (SSRC) To Office 365 issue to fund the issue through existing resources.

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
	AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD REQ FY 2015-16	AGY FIN REQ FY 2015-16
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
	=====		=====		=====	
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: SUPPORT PROGRAM						72600000
<u>PRIVATE PRISON MONITORING</u>						72600800
PUBLIC PROTECTION						12
<u>ADULT PRISONS</u>						<u>1206.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0
EXPENSES						040000
GENERAL REVENUE FUND -STATE			768-		768-	1000 1
	=====	=====	=====	=====	=====	=====
DATA PROCESSING SERVICES						210000
STATE DATA CENTER - AST						210001
GENERAL REVENUE FUND -STATE		725-			725	1000 1
	=====	=====	=====	=====	=====	=====
TOTAL: E-MAIL SERVICE MIGRATION FROM						36260C0
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						
TOTAL ISSUE.....		725-	768-		43-	
	=====	=====	=====	=====	=====	=====

AGENCY ISSUE NARRATIVE:

2015-2016 BUDGET YEAR NARRATIVE: IT COMPONENT? YES
 ISSUE TITLE: E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - DEDUCT

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:
 #25 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:
 The Department of Management Services (DMS) provides shared services to state agencies and local governments allowing them to focus on their core mission. Our goal is to provide excellence in product and service delivery. GOAL #12: To deliver and promote the development of high quality, innovative, cost efficient technology services, and in so doing provide support to state agencies and other eligible users in achieving their missions and goals.

SUMMARY:
 The Department of Management Services requests a nonrecurring increase of \$100,000 in the Contracted Services category (100777) and \$14,400 in the Expenses category (040000) in the Administrative Trust Fund (2021) within the Executive Direction and Administration budget entity (72010100) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. The migration includes a projected recurring annual savings of \$20,000.

COL A12	COL A14	COL A15	COL A16	COL A14-A12	
AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16	CODES
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
MANAGEMENT SRVCS, DEPT OF					72000000
PGM: SUPPORT PROGRAM					72600000
<u>PRIVATE PRISON MONITORING</u>					72600800
PUBLIC PROTECTION					12
<u>ADULT PRISONS</u>					<u>1206.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY					3620000
E-MAIL SERVICE MIGRATION FROM					
SOUTHWOOD SHARED RESOURCE CENTER					
(SSRC) TO OFFICE 365 - DEDUCT					36260C0

PROBLEM STATEMENT:

The Department currently procures e-mail services from the Southwood Shared Resource Center (SSRC), which is projected to increase in cost. The current e-mail services provided by the SSRC: do not provide tools for security, has minimal tools for compliance, provides minimal tools to simplify conference communications, provides no tools to protect agency data, are supported on aged platforms and software, have limited failover and disaster recovery services.

GENERAL INFORMATION:

This request demonstrates a funding request that proposes Software as a Server (SaaS) both for the Office 365 product and for the platform that connects DMS to Office 365. There are multiple domains that must join the Office 365 service. There are 4 total domains sharing Microsoft Enterprise Agreement services, 2 of which are entities reporting administratively to DMS.

The business reasons driving the migration to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in Office 365 not requiring implementation by state data center.

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(1) A narrative description that articulates the business needs(s) driving the agency to propose this type of approach:

A. Office 365:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD REQ FY 2015-16	AGY FIN REQ FY 2015-16	OVER(UNDER)		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
										72000000
										72600000
										72600800
										12
										<u>1206.00.00.00</u>
										3620000
										36260C0

MANAGEMENT SRVCS, DEPT OF
 PGM: SUPPORT PROGRAM
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 PUBLIC PROTECTION
ADULT PRISONS

AGENCY-WIDE INFORMATION TECHNOLOGY
 E-MAIL SERVICE MIGRATION FROM
 SOUTHWOOD SHARED RESOURCE CENTER
 (SSRC) TO OFFICE 365 - DEDUCT

reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

B. Regarding Azure platform:

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(2) A description of the various options that were analyzed:

A. Regarding e-mail service, the options were:

1. E-Mail Service Option 1 - Stay with expensive and feature limited Data Center e-mail service;
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the options analyzed were:

1. Platform Option 1 (State Data Center recommendation)
2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)
3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

(3) A summary of the agency's analysis and evaluation of the various options:

A. Regarding e-mail service, the results of the agency's analysis and evaluation prefer Option 2 for both cost and services rendered.

1. E-Mail Service Option 1: Stay with expensive and feature limited Data Center e-mail service.
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the results of the agency's analysis and evaluation prefer Option 3 for both cost and services rendered.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16 POS	

MANAGEMENT SRVCS, DEPT OF										72000000
PGM: SUPPORT PROGRAM										72600000
<u>PRIVATE PRISON MONITORING</u>										72600800
PUBLIC PROTECTION										12
<u>ADULT PRISONS</u>										<u>1206.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - DEDUCT										36260C0

1. Platform Option 1 (State Data Center recommendation)

- (a) 5 servers for each agency
- (b) 2 DirSync, 2 ADFS, 1 proxy
- (c) \$28,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$112,000 annually for server platforms
- (e) Configuration of platforms and migration of e-mail required contracted services

2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)

- (a) 1 server for each agency
- (b) 1 DirSync
- (c) \$6,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$24,000 annually for server platforms.
- (e) Configuration of platforms and migration of e-mail required contracted services

3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

- (a) 4 servers for all agencies desiring to join
- (b) 1 ADFS, 1 DirSync, 1 web app proxy, 1 replica of AD
- (c) \$10,000 annually hosted in Azure
- (d) DMS uniquely serves 4 domains covered under the same platform
- (e) Configuration of platforms and migration of e-mail required contracted services
- (f) Azure cloud-based platform innately provides failover and disaster recovery as part of the service.

WHAT BENEFITS WILL BE OBTAINED BY FUNDING THIS ISSUE:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibly, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY AMD REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
						CODES
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: SUPPORT PROGRAM						72600000
<u>PRIVATE PRISON MONITORING</u>						72600800
PUBLIC PROTECTION						12
<u>ADULT PRISONS</u>						<u>1206.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0

implementation by state data center.

The Return on Investment (ROI) is both cost savings and cost avoidance. The recurring budget related to email costs will be reduced by (\$12,500) in fiscal year 2015-2016 and by (\$7,500) in fiscal year 2016-2017. This is a total reduction of (\$20,000) annually, which will pay for the one time initial investment of \$114,400 in just over five years from a prospective of a recurring reduction of (\$20,000). Projections provided by the State Data Center (Southwood Shared Resource Center) reflect the annual email services through Data Center could increase by \$70,000 annually because the Department of Management Services will assume a large share of the cost as other Departments migrate off the email service provided by the Data Center. Through cost avoidance the initial investment of \$114,400 could be recovered in less than two years.

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE:

If not funded, the impact includes, but is not limited to: State data center costs will continue to rise, compliance will continue to be arduous (no e-mail encryption, legal hold search across mailboxes, teams sites and recorded meetings), communications and conferencing will continue to require travel, protection of agency data in e-mail will continue to have no programmatic policies or protection tools, IT overhead will continue to be high, aged and legacy server-based platforms and software will continue, and failover/disaster recovery services for e-mail will continue to be absent.

COST CALCULATIONS:

The calculations demonstrated below provide the means to have sufficient budget authority to enable the migration of e-mail services from the State Data Center to Office 365:

	Fiscal Year 2015-2016	Nonrecurring 2015-2016	Annualization 2015-2016
State Data Center AST (Multiple Programs)	(\$150,756)	0	(\$50,252)
Expenses (Multiple Programs)	\$146,656	\$14,400	\$42,752
Contracted Services Executive Direction and Administration	\$106,000	\$100,000	0
Total:	\$101,900	\$114,400	(\$7,500)

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF										72000000
PGM: SUPPORT PROGRAM										72600000
<u>PRIVATE PRISON MONITORING</u>										72600800
PUBLIC PROTECTION										12
<u>ADULT PRISONS</u>										<u>1206.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - DEDUCT										36260C0

Recurring Savings \$101,900 - \$114,400= (\$12,500) + (\$7,500) = (\$20,000)

Amended 2015-16 Narrative after January 30, 2015

The Department of Management Services requests to transfer budget authority of \$124,400 to the Executive Direction and Support Services budget entity (72010100) within the Administrative Trust Fund (2021) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. To fund the migration of email services to Office 365 the Department has identified the below existing budget authority to fund the issue. The originally submitted budget request remains the same with the exception of the below adjustment to provide existing budget authority to fund the issue.

Revised Cost Calculations:

	Fiscal Year 2015-2016
Add-36250C0	
Executive Direction and Support Services:	
Expenses (040000)	\$18,400
Contacted Services (100777)	\$106,000
(Administrative Trust Fund 2021, FSI 1)	
Delete- 36260C0	
Executive Direction and Support Services:	
Mail Services (101089)	(\$50,000)
(Administrative Trust Fund 2021, FSI 1)	
Executive Direction and Support Services:	
Contracted Services	(\$30,000)
(General Revenue 1000, FSI 1)	
Departmental Programs:	
Allocated Based On Users	(\$44,400)

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	POS AMOUNT	AGY AMD REQ FY 2015-16	POS AMOUNT	AGY AMD N/R FY 2015-16	POS AMOUNT	AGY AMD ANZ FY 2015-16	POS AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16	

MANAGEMENT SRVCS, DEPT OF 72000000
 PGM: SUPPORT PROGRAM 72600000
PRIVATE PRISON MONITORING 72600800
 PUBLIC PROTECTION 12
ADULT PRISONS 1206.00.00.00
 AGENCY-WIDE INFORMATION TECHNOLOGY 3620000
 E-MAIL SERVICE MIGRATION FROM
 SOUTHWOOD SHARED RESOURCE CENTER
 (SSRC) TO OFFICE 365 - DEDUCT 36260C0

Issue Total: 0

Summary

The Department of Management Services is requesting to amend the E-Mail Service Migration from Southwood Shared Resource Center (SSRC) To Office 365 issue to fund the issue through existing resources.

TOTAL: ADULT PRISONS										<u>1206.00.00.00</u>
BY FUND TYPE										
GENERAL REVENUE FUND.....	108-		768-					660-	1000	
	=====		=====					=====		

COL A12	COL A14	COL A15	COL A16	COL A14-A12	
AGY FIN REQ FY 2015-16 POS	AGY AMD REQ FY 2015-16 POS	AGY AMD N/R FY 2015-16 POS	AGY AMD ANZ FY 2015-16 POS	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT
MANAGEMENT SRVCS, DEPT OF					72000000
WORKFORCE PROGRAMS					72750000
PGM: INS BENEFITS ADMIN					72750200
GOV OPERATIONS/SUPPORT					16
GOVERNMENTAL OPERATIONS					1601.00.00.00
AGENCY-WIDE INFORMATION TECHNOLOGY					3620000
E-MAIL SERVICE MIGRATION FROM					
SOUTHWOOD SHARED RESOURCE CENTER					
(SSRC) TO OFFICE 365 - ADD					36250C0
EXPENSES					040000
STATE EMPLOY HEALTH INS TF -STATE	763				763- 2668 1

AGENCY ISSUE NARRATIVE:

2015-2016 BUDGET YEAR NARRATIVE: IT COMPONENT? YES
 ISSUE TITLE: E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - ADD

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:
 #25 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:
 The Department of Management Services (DMS) provides shared services to state agencies and local governments allowing them to focus on their core mission. Our goal is to provide excellence in product and service delivery. GOAL #12: To deliver and promote the development of high quality, innovative, cost efficient technology services, and in so doing provide support to state agencies and other eligible users in achieving their missions and goals.

SUMMARY:
 The Department of Management Services requests a nonrecurring increase of \$100,000 in the Contracted Services category (100777) and \$14,400 in the Expenses category (040000) in the Administrative Trust Fund (2021) within the Executive Direction and Administration budget entity (72010100) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. The migration includes a projected recurring annual savings of \$20,000.

PROBLEM STATEMENT:
 The Department currently procures e-mail services from the Southwood Shared Resource Center (SSRC), which is projected to increase in cost. The current e-mail services provided by the SSRC: do not provide tools for security, has minimal tools for compliance, provides minimal tools to simplify conference communications, provides no tools to protect agency data, are supported on aged platforms and software, have limited failover and disaster recovery services.

GENERAL INFORMATION:
 This request demonstrates a funding request that proposes Software as a Server (SaaS) both for the Office 365 product and for the platform that connects DMS to Office 365. There are multiple domains that must join the Office 365 service. There are 4 total domains sharing Microsoft Enterprise Agreement services, 2 of which are entities reporting administratively to DMS.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY FIN REQ FY 2015-16 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF										72000000
WORKFORCE PROGRAMS										72750000
PGM: INS BENEFITS ADMIN										72750200
GOV OPERATIONS/SUPPORT										16
GOVERNMENTAL OPERATIONS										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - ADD										36250C0

The business reasons driving the migration to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in Office 365 not requiring implementation by state data center.

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(1) A narrative description that articulates the business needs(s) driving the agency to propose this type of approach:

A. Office 365:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

B. Regarding Azure platform:

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS
						AMOUNT
						CODES
MANAGEMENT SRVCS, DEPT OF						72000000
WORKFORCE PROGRAMS						72750000
PGM: INS BENEFITS ADMIN						72750200
GOV OPERATIONS/SUPPORT						16
GOVERNMENTAL OPERATIONS						<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - ADD						36250C0

(2) A description of the various options that were analyzed:

A. Regarding e-mail service, the options were:

1. E-Mail Service Option 1 - Stay with expensive and feature limited Data Center e-mail service;
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the options analyzed were:

1. Platform Option 1 (State Data Center recommendation)
2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)
3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

(3) A summary of the agency's analysis and evaluation of the various options:

A. Regarding e-mail service, the results of the agency's analysis and evaluation prefer Option 2 for both cost and services rendered.

1. E-Mail Service Option 1: Stay with expensive and feature limited Data Center e-mail service.
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the results of the agency's analysis and evaluation prefer Option 3 for both cost and services rendered.

1. Platform Option 1 (State Data Center recommendation)

- (a) 5 servers for each agency
- (b) 2 DirSync, 2 ADFS, 1 proxy
- (c) \$28,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$112,000 annually for server platforms
- (e) Configuration of platforms and migration of e-mail required contracted services

2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16 OVER(UNDER)	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
										72000000
										72750000
										72750200
										16
										<u>1601.00.00.00</u>
										3620000
										36250C0

MANAGEMENT SRVCS, DEPT OF
 WORKFORCE PROGRAMS
 PGM: INS BENEFITS ADMIN
 GOV OPERATIONS/SUPPORT
 GOVERNMENTAL OPERATIONS
 AGENCY-WIDE INFORMATION TECHNOLOGY
 E-MAIL SERVICE MIGRATION FROM
 SOUTHWOOD SHARED RESOURCE CENTER
 (SSRC) TO OFFICE 365 - ADD

- (a) 1 server for each agency
- (b) 1 DirSync
- (c) \$6,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$24,000 annually for server platforms.
- (e) Configuration of platforms and migration of e-mail required contracted services

3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

- (a) 4 servers for all agencies desiring to join
- (b) 1 ADFS, 1 DirSync, 1 web app proxy, 1 replica of AD
- (c) \$10,000 annually hosted in Azure
- (d) DMS uniquely serves 4 domains covered under the same platform
- (e) Configuration of platforms and migration of e-mail required contracted services
- (f) Azure cloud-based platform innately provides failover and disaster recovery as part of the service.

WHAT BENEFITS WILL BE OBTAINED BY FUNDING THIS ISSUE:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibly, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

The Return on Investment (ROI) is both cost savings and cost avoidance. The recurring budget related to email costs will be reduced by (\$12,500) in fiscal year 2015-2016 and by (\$7,500) in fiscal year 2016-2017. This is a total reduction of (\$20,000) annually, which will pay for the one time initial investment of \$114,400 in just over five years from a prospective of a recurring reduction of (\$20,000). Projections provided by the State Data Center (Southwood Shared Resource Center) reflect the annual email services through Data Center could increase by \$70,000 annually because the Department of Management Services will assume a large share of the cost as other Departments migrate off the email service provided by the Data Center. Through cost avoidance the initial investment of \$114,400 could be recovered in less than two years.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	POS	AGY AMD REQ FY 2015-16	POS	AGY AMD N/R FY 2015-16	POS	AGY AMD ANZ FY 2015-16	POS	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16	
AMOUNT		AMOUNT		AMOUNT		AMOUNT		AMOUNT	AMOUNT	

MANAGEMENT SRVCS, DEPT OF										72000000
WORKFORCE PROGRAMS										72750000
PGM: INS BENEFITS ADMIN										72750200
GOV OPERATIONS/SUPPORT										16
GOVERNMENTAL OPERATIONS										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - ADD										36250C0

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE:

If not funded, the impact includes, but is not limited to: State data center costs will continue to rise, compliance will continue to be arduous (no e-mail encryption, legal hold search across mailboxes, teams sites and recorded meetings), communications and conferencing will continue to require travel, protection of agency data in e-mail will continue to have no programmatic policies or protection tools, IT overhead will continue to be high, aged and legacy server-based platforms and software will continue, and failover/disaster recovery services for e-mail will continue to be absent.

COST CALCULATIONS:

The calculations demonstrated below provide the means to have sufficient budget authority to enable the migration of e-mail services from the State Data Center to Office 365:

	Fiscal Year 2015-2016	Nonrecurring 2015-2016	Annualization 2015-2016
State Data Center AST (Multiple Programs)	(\$150,756)	0	(\$50,252)
Expenses (Multiple Programs)	\$146,656	\$14,400	\$42,752
Contracted Services Executive Direction and Administration	\$106,000	\$100,000	0
Total:	\$101,900	\$114,400	(\$7,500)

Recurring Savings \$101,900 - \$114,400= (\$12,500) + (\$7,500) = (\$20,000)

Amended 2015-16 Narrative after January 30, 2015

The Department of Management Services requests to transfer budget authority of \$124,400 to the Executive Direction and Support Services budget entity (72010100) within the Administrative Trust Fund (2021) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. To fund the migration of email services to Office 365 the Department has identified the below existing budget authority to fund the issue. The originally submitted budget request remains the same with the exception of the below adjustment to provide existing budget authority to fund the issue.

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
	AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16	CODES
	POS AMOUNT	POS AMOUNT	POS AMOUNT	POS AMOUNT	POS AMOUNT	
MANAGEMENT SRVCS, DEPT OF						72000000
WORKFORCE PROGRAMS						72750000
PGM: INS BENEFITS ADMIN						72750200
GOV OPERATIONS/SUPPORT						16
GOVERNMENTAL OPERATIONS						<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - ADD						36250C0

Revised Cost Calculations:

Fiscal Year
 2015-2016

Add-36250C0

Executive Direction and Support Services:
 Expenses (040000) \$18,400
 Contacted Services (100777) \$106,000
 (Administrative Trust Fund 2021, FSI 1)

Delete- 36260C0

Executive Direction and Support Services:
 Mail Services (101089) (\$50,000)
 (Administrative Trust Fund 2021, FSI 1)

Executive Direction and Support Services:
 Contracted Services (\$30,000)
 (General Revenue 1000, FSI 1)

Departmental Programs:
 Allocated Based On Users (\$44,400)

Issue Total: 0

Summary

The Department of Management Services is requesting to amend the E-Mail Service Migration from Southwood Shared Resource Center (SSRC) To Office 365 issue to fund the issue through existing resources.

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
MANAGEMENT SRVCS, DEPT OF						72000000
WORKFORCE PROGRAMS						72750000
PGM: INS BENEFITS ADMIN						72750200
GOV OPERATIONS/SUPPORT						16
GOVERNMENTAL OPERATIONS						1601.00.00.00
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0
EXPENSES						040000
PRETAX BENEFITS TRUST FUND-STATE		1,301-			1,301-	2570 1
DATA PROCESSING SERVICES						210000
STATE DATA CENTER - AST						210001
STATE EMPLOY HEALTH INS TF -STATE	896-				896	2668 1
TOTAL: E-MAIL SERVICE MIGRATION FROM						36260C0
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						
TOTAL ISSUE.....	896-	1,301-			405-	

AGENCY ISSUE NARRATIVE:

2015-2016 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

ISSUE TITLE: E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - DEDUCT

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#25 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

The Department of Management Services (DMS) provides shared services to state agencies and local governments allowing them to focus on their core mission. Our goal is to provide excellence in product and service delivery. GOAL #12: To deliver and promote the development of high quality, innovative, cost efficient technology services, and in so doing provide support to state agencies and other eligible users in achieving their missions and goals.

SUMMARY:

The Department of Management Services requests a nonrecurring increase of \$100,000 in the Contracted Services category (100777) and \$14,400 in the Expenses category (040000) in the Administrative Trust Fund (2021) within the Executive Direction and Administration budget entity (72010100) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. The migration includes a projected recurring annual savings of \$20,000.

COL A12	COL A14	COL A15	COL A16	COL A14-A12	
AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16	CODES
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
MANAGEMENT SRVCS, DEPT OF					72000000
WORKFORCE PROGRAMS					72750000
PGM: INS BENEFITS ADMIN					72750200
GOV OPERATIONS/SUPPORT					16
GOVERNMENTAL OPERATIONS					1601.00.00.00
AGENCY-WIDE INFORMATION TECHNOLOGY					3620000
E-MAIL SERVICE MIGRATION FROM					
SOUTHWOOD SHARED RESOURCE CENTER					
(SSRC) TO OFFICE 365 - DEDUCT					36260C0

PROBLEM STATEMENT:

The Department currently procures e-mail services from the Southwood Shared Resource Center (SSRC), which is projected to increase in cost. The current e-mail services provided by the SSRC: do not provide tools for security, has minimal tools for compliance, provides minimal tools to simplify conference communications, provides no tools to protect agency data, are supported on aged platforms and software, have limited failover and disaster recovery services.

GENERAL INFORMATION:

This request demonstrates a funding request that proposes Software as a Server (SaaS) both for the Office 365 product and for the platform that connects DMS to Office 365. There are multiple domains that must join the Office 365 service. There are 4 total domains sharing Microsoft Enterprise Agreement services, 2 of which are entities reporting administratively to DMS.

The business reasons driving the migration to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in Office 365 not requiring implementation by state data center.

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(1) A narrative description that articulates the business needs(s) driving the agency to propose this type of approach:

A. Office 365:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD REQ FY 2015-16	AGY FIN REQ FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
										72000000
										72750000
										72750200
										16
										<u>1601.00.00.00</u>
										3620000
										36260C0

reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

B. Regarding Azure platform:

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(2) A description of the various options that were analyzed:

A. Regarding e-mail service, the options were:

1. E-Mail Service Option 1 - Stay with expensive and feature limited Data Center e-mail service;
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the options analyzed were:

1. Platform Option 1 (State Data Center recommendation)
2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)
3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

(3) A summary of the agency's analysis and evaluation of the various options:

A. Regarding e-mail service, the results of the agency's analysis and evaluation prefer Option 2 for both cost and services rendered.

1. E-Mail Service Option 1: Stay with expensive and feature limited Data Center e-mail service.
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the results of the agency's analysis and evaluation prefer Option 3 for both cost and services rendered.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT	

MANAGEMENT SRVCS, DEPT OF										72000000
WORKFORCE PROGRAMS										72750000
PGM: INS BENEFITS ADMIN										72750200
GOV OPERATIONS/SUPPORT										16
GOVERNMENTAL OPERATIONS										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - DEDUCT										36260C0

1. Platform Option 1 (State Data Center recommendation)

- (a) 5 servers for each agency
- (b) 2 DirSync, 2 ADFS, 1 proxy
- (c) \$28,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$112,000 annually for server platforms
- (e) Configuration of platforms and migration of e-mail required contracted services

2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)

- (a) 1 server for each agency
- (b) 1 DirSync
- (c) \$6,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$24,000 annually for server platforms.
- (e) Configuration of platforms and migration of e-mail required contracted services

3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

- (a) 4 servers for all agencies desiring to join
- (b) 1 ADFS, 1 DirSync, 1 web app proxy, 1 replica of AD
- (c) \$10,000 annually hosted in Azure
- (d) DMS uniquely serves 4 domains covered under the same platform
- (e) Configuration of platforms and migration of e-mail required contracted services
- (f) Azure cloud-based platform innately provides failover and disaster recovery as part of the service.

WHAT BENEFITS WILL BE OBTAINED BY FUNDING THIS ISSUE:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibly, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY AMD REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
						CODES
MANAGEMENT SRVCS, DEPT OF						72000000
WORKFORCE PROGRAMS						72750000
PGM: INS BENEFITS ADMIN						72750200
GOV OPERATIONS/SUPPORT						16
GOVERNMENTAL OPERATIONS						1601.00.00.00
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0

implementation by state data center.

The Return on Investment (ROI) is both cost savings and cost avoidance. The recurring budget related to email costs will be reduced by (\$12,500) in fiscal year 2015-2016 and by (\$7,500) in fiscal year 2016-2017. This is a total reduction of (\$20,000) annually, which will pay for the one time initial investment of \$114,400 in just over five years from a prospective of a recurring reduction of (\$20,000). Projections provided by the State Data Center (Southwood Shared Resource Center) reflect the annual email services through Data Center could increase by \$70,000 annually because the Department of Management Services will assume a large share of the cost as other Departments migrate off the email service provided by the Data Center. Through cost avoidance the initial investment of \$114,400 could be recovered in less than two years.

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE:

If not funded, the impact includes, but is not limited to: State data center costs will continue to rise, compliance will continue to be arduous (no e-mail encryption, legal hold search across mailboxes, teams sites and recorded meetings), communications and conferencing will continue to require travel, protection of agency data in e-mail will continue to have no programmatic policies or protection tools, IT overhead will continue to be high, aged and legacy server-based platforms and software will continue, and failover/disaster recovery services for e-mail will continue to be absent.

COST CALCULATIONS:

The calculations demonstrated below provide the means to have sufficient budget authority to enable the migration of e-mail services from the State Data Center to Office 365:

	Fiscal Year 2015-2016	Nonrecurring 2015-2016	Annualization 2015-2016
State Data Center AST (Multiple Programs)	(\$150,756)	0	(\$50,252)
Expenses (Multiple Programs)	\$146,656	\$14,400	\$42,752
Contracted Services Executive Direction and Administration	\$106,000	\$100,000	0
Total:	\$101,900	\$114,400	(\$7,500)

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
						CODES
MANAGEMENT SRVCS, DEPT OF						72000000
WORKFORCE PROGRAMS						72750000
PGM: INS BENEFITS ADMIN						72750200
GOV OPERATIONS/SUPPORT						16
GOVERNMENTAL OPERATIONS						<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0

Recurring Savings \$101,900 - \$114,400= (\$12,500) + (\$7,500) = (\$20,000)

Amended 2015-16 Narrative after January 30, 2015

The Department of Management Services requests to transfer budget authority of \$124,400 to the Executive Direction and Support Services budget entity (72010100) within the Administrative Trust Fund (2021) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. To fund the migration of email services to Office 365 the Department has identified the below existing budget authority to fund the issue. The originally submitted budget request remains the same with the exception of the below adjustment to provide existing budget authority to fund the issue.

Revised Cost Calculations:

	Fiscal Year
	2015-2016
Add-36250C0	
Executive Direction and Support Services:	
Expenses (040000)	\$18,400
Contacted Services (100777)	\$106,000
(Administrative Trust Fund 2021, FSI 1)	
Delete- 36260C0	
Executive Direction and Support Services:	
Mail Services (101089)	(\$50,000)
(Administrative Trust Fund 2021, FSI 1)	
Executive Direction and Support Services:	
Contracted Services	(\$30,000)
(General Revenue 1000, FSI 1)	
Departmental Programs:	
Allocated Based On Users	(\$44,400)

COL A12	COL A14	COL A15	COL A16	COL A14-A12	
AGY FIN REQ FY 2015-16 POS	AGY AMD REQ FY 2015-16 POS	AGY AMD N/R FY 2015-16 POS	AGY AMD ANZ FY 2015-16 POS	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT
MANAGEMENT SRVCS, DEPT OF					72000000
WORKFORCE PROGRAMS					72750000
PGM: RETIRE BENEFITS ADMIN					72750300
GOV OPERATIONS/SUPPORT					16
GOVERNMENTAL OPERATIONS					1601.00.00.00
AGENCY-WIDE INFORMATION TECHNOLOGY					3620000
E-MAIL SERVICE MIGRATION FROM					
SOUTHWOOD SHARED RESOURCE CENTER					
(SSRC) TO OFFICE 365 - ADD					36250C0
EXPENSES					040000
OPERATING TRUST FUND	-STATE	30,105			30,105- 2510 1

AGENCY ISSUE NARRATIVE:

2015-2016 BUDGET YEAR NARRATIVE: IT COMPONENT? YES
 ISSUE TITLE: E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - ADD

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:
 #25 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:
 The Department of Management Services (DMS) provides shared services to state agencies and local governments allowing them to focus on their core mission. Our goal is to provide excellence in product and service delivery. GOAL #12: To deliver and promote the development of high quality, innovative, cost efficient technology services, and in so doing provide support to state agencies and other eligible users in achieving their missions and goals.

SUMMARY:
 The Department of Management Services requests a nonrecurring increase of \$100,000 in the Contracted Services category (100777) and \$14,400 in the Expenses category (040000) in the Administrative Trust Fund (2021) within the Executive Direction and Administration budget entity (72010100) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. The migration includes a projected recurring annual savings of \$20,000.

PROBLEM STATEMENT:
 The Department currently procures e-mail services from the Southwood Shared Resource Center (SSRC), which is projected to increase in cost. The current e-mail services provided by the SSRC: do not provide tools for security, has minimal tools for compliance, provides minimal tools to simplify conference communications, provides no tools to protect agency data, are supported on aged platforms and software, have limited failover and disaster recovery services.

GENERAL INFORMATION:
 This request demonstrates a funding request that proposes Software as a Server (SaaS) both for the Office 365 product and for the platform that connects DMS to Office 365. There are multiple domains that must join the Office 365 service. There are 4 total domains sharing Microsoft Enterprise Agreement services, 2 of which are entities reporting administratively to DMS.

COL A12	COL A14	COL A15	COL A16	COL A14-A12	
AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
					CODES
MANAGEMENT SRVCS, DEPT OF					72000000
WORKFORCE PROGRAMS					72750000
<u>PGM: RETIRE BENEFITS ADMIN</u>					72750300
GOV OPERATIONS/SUPPORT					16
<u>GOVERNMENTAL OPERATIONS</u>					<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY					3620000
E-MAIL SERVICE MIGRATION FROM					
SOUTHWOOD SHARED RESOURCE CENTER					
(SSRC) TO OFFICE 365 - ADD					36250C0

The business reasons driving the migration to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in Office 365 not requiring implementation by state data center.

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(1) A narrative description that articulates the business needs(s) driving the agency to propose this type of approach:

A. Office 365:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

B. Regarding Azure platform:

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS
						AMOUNT
						CODES
MANAGEMENT SRVCS, DEPT OF						72000000
WORKFORCE PROGRAMS						72750000
<u>PGM: RETIRE BENEFITS ADMIN</u>						72750300
GOV OPERATIONS/SUPPORT						16
<u>GOVERNMENTAL OPERATIONS</u>						<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - ADD						36250C0

(2) A description of the various options that were analyzed:

A. Regarding e-mail service, the options were:

1. E-Mail Service Option 1 - Stay with expensive and feature limited Data Center e-mail service;
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the options analyzed were:

1. Platform Option 1 (State Data Center recommendation)
2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)
3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

(3) A summary of the agency's analysis and evaluation of the various options:

A. Regarding e-mail service, the results of the agency's analysis and evaluation prefer Option 2 for both cost and services rendered.

1. E-Mail Service Option 1: Stay with expensive and feature limited Data Center e-mail service.
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the results of the agency's analysis and evaluation prefer Option 3 for both cost and services rendered.

1. Platform Option 1 (State Data Center recommendation)

- (a) 5 servers for each agency
- (b) 2 DirSync, 2 ADFS, 1 proxy
- (c) \$28,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$112,000 annually for server platforms
- (e) Configuration of platforms and migration of e-mail required contracted services

2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF										72000000
WORKFORCE PROGRAMS										72750000
<u>PGM: RETIRE BENEFITS ADMIN</u>										72750300
GOV OPERATIONS/SUPPORT										16
<u>GOVERNMENTAL OPERATIONS</u>										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - ADD										36250C0

- (a) 1 server for each agency
- (b) 1 DirSync
- (c) \$6,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$24,000 annually for server platforms.
- (e) Configuration of platforms and migration of e-mail required contracted services

3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

- (a) 4 servers for all agencies desiring to join
- (b) 1 ADFS, 1 DirSync, 1 web app proxy, 1 replica of AD
- (c) \$10,000 annually hosted in Azure
- (d) DMS uniquely serves 4 domains covered under the same platform
- (e) Configuration of platforms and migration of e-mail required contracted services
- (f) Azure cloud-based platform innately provides failover and disaster recovery as part of the service.

WHAT BENEFITS WILL BE OBTAINED BY FUNDING THIS ISSUE:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibly, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

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COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	POS	AGY AMD REQ FY 2015-16	POS	AGY AMD N/R FY 2015-16	POS	AGY AMD ANZ FY 2015-16	POS	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16	
AMOUNT		AMOUNT		AMOUNT		AMOUNT		AMOUNT	AMOUNT	

MANAGEMENT SRVCS, DEPT OF										72000000
WORKFORCE PROGRAMS										72750000
<u>PGM: RETIRE BENEFITS ADMIN</u>										72750300
GOV OPERATIONS/SUPPORT										16
<u>GOVERNMENTAL OPERATIONS</u>										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - ADD										36250C0

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE:

If not funded, the impact includes, but is not limited to: State data center costs will continue to rise, compliance will continue to be arduous (no e-mail encryption, legal hold search across mailboxes, teams sites and recorded meetings), communications and conferencing will continue to require travel, protection of agency data in e-mail will continue to have no programmatic policies or protection tools, IT overhead will continue to be high, aged and legacy server-based platforms and software will continue, and failover/disaster recovery services for e-mail will continue to be absent.

COST CALCULATIONS:

The calculations demonstrated below provide the means to have sufficient budget authority to enable the migration of e-mail services from the State Data Center to Office 365:

	Fiscal Year 2015-2016	Nonrecurring 2015-2016	Annualization 2015-2016
State Data Center AST (Multiple Programs)	(\$150,756)	0	(\$50,252)
Expenses (Multiple Programs)	\$146,656	\$14,400	\$42,752
Contracted Services Executive Direction and Administration	\$106,000	\$100,000	0
Total:	\$101,900	\$114,400	(\$7,500)

Recurring Savings \$101,900 - \$114,400= (\$12,500) + (\$7,500) = (\$20,000)

Amended 2015-16 Narrative after January 30, 2015

The Department of Management Services requests to transfer budget authority of \$124,400 to the Executive Direction and Support Services budget entity (72010100) within the Administrative Trust Fund (2021) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. To fund the migration of email services to Office 365 the Department has identified the below existing budget authority to fund the issue. The originally submitted budget request remains the same with the exception of the below adjustment to provide existing budget authority to fund the issue.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD REQ FY 2015-16	AGY FIN REQ FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
										72000000
										72750000
										72750300
										16
										<u>1601.00.00.00</u>
										3620000
										36250C0

MANAGEMENT SRVCS, DEPT OF
 WORKFORCE PROGRAMS
PGM: RETIRE BENEFITS ADMIN
 GOV OPERATIONS/SUPPORT
GOVERNMENTAL OPERATIONS
 AGENCY-WIDE INFORMATION TECHNOLOGY
 E-MAIL SERVICE MIGRATION FROM
 SOUTHWOOD SHARED RESOURCE CENTER
 (SSRC) TO OFFICE 365 - ADD

Revised Cost Calculations:

Fiscal Year
 2015-2016

Add-36250C0
 Executive Direction and Support Services:
 Expenses (040000) \$18,400
 Contacted Services (100777) \$106,000
 (Administrative Trust Fund 2021, FSI 1)

Delete- 36260C0
 Executive Direction and Support Services:
 Mail Services (101089) (\$50,000)
 (Administrative Trust Fund 2021, FSI 1)

Executive Direction and Support Services:
 Contracted Services (\$30,000)
 (General Revenue 1000, FSI 1)

Departmental Programs:
 Allocated Based On Users (\$44,400)

Issue Total: 0

Summary

The Department of Management Services is requesting to amend the E-Mail Service Migration from Southwood Shared Resource Center (SSRC) To Office 365 issue to fund the issue through existing resources.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF										72000000
WORKFORCE PROGRAMS										72750000
PGM: RETIRE BENEFITS ADMIN										72750300
GOV OPERATIONS/SUPPORT										16
GOVERNMENTAL OPERATIONS										1601.00.00.00
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - DEDUCT										36260C0
SPECIAL CATEGORIES										100000
CONTRACTED LEGAL SERVICES										103884
OPERATING TRUST FUND		-STATE	10,981-					10,981-	2510 1	
DATA PROCESSING SERVICES										210000
STATE DATA CENTER - AST										210001
OPERATING TRUST FUND		-STATE	35,386-					35,386	2510 1	
TOTAL: E-MAIL SERVICE MIGRATION FROM										36260C0
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - DEDUCT										
TOTAL ISSUE.....			35,386-		10,981-			24,405		

AGENCY ISSUE NARRATIVE:

2015-2016 BUDGET YEAR NARRATIVE: IT COMPONENT? YES
 ISSUE TITLE: E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - DEDUCT

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:
 #25 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:
 The Department of Management Services (DMS) provides shared services to state agencies and local governments allowing them to focus on their core mission. Our goal is to provide excellence in product and service delivery. GOAL #12: To deliver and promote the development of high quality, innovative, cost efficient technology services, and in so doing provide support to state agencies and other eligible users in achieving their missions and goals.

SUMMARY:
 The Department of Management Services requests a nonrecurring increase of \$100,000 in the Contracted Services category (100777) and \$14,400 in the Expenses category (040000) in the Administrative Trust Fund (2021) within the Executive Direction and Administration budget entity (72010100) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. The migration includes a projected recurring annual savings of \$20,000.

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
						CODES
MANAGEMENT SRVCS, DEPT OF						72000000
WORKFORCE PROGRAMS						72750000
<u>PGM: RETIRE BENEFITS ADMIN</u>						72750300
<u>GOV OPERATIONS/SUPPORT</u>						16
<u>GOVERNMENTAL OPERATIONS</u>						<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0

PROBLEM STATEMENT:

The Department currently procures e-mail services from the Southwood Shared Resource Center (SSRC), which is projected to increase in cost. The current e-mail services provided by the SSRC: do not provide tools for security, has minimal tools for compliance, provides minimal tools to simplify conference communications, provides no tools to protect agency data, are supported on aged platforms and software, have limited failover and disaster recovery services.

GENERAL INFORMATION:

This request demonstrates a funding request that proposes Software as a Server (SaaS) both for the Office 365 product and for the platform that connects DMS to Office 365. There are multiple domains that must join the Office 365 service. There are 4 total domains sharing Microsoft Enterprise Agreement services, 2 of which are entities reporting administratively to DMS.

The business reasons driving the migration to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in Office 365 not requiring implementation by state data center.

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(1) A narrative description that articulates the business needs(s) driving the agency to propose this type of approach:

A. Office 365:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY FIN REQ FY 2015-16	AGY FIN REQ FY 2015-16	AGY FIN REQ FY 2015-16	AGY FIN REQ FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
										72000000
										72750000
										72750300
										16
										<u>1601.00.00.00</u>
										3620000
										36260C0

MANAGEMENT SRVCS, DEPT OF
 WORKFORCE PROGRAMS
PGM: RETIRE BENEFITS ADMIN
 GOV OPERATIONS/SUPPORT
GOVERNMENTAL OPERATIONS
 AGENCY-WIDE INFORMATION TECHNOLOGY
 E-MAIL SERVICE MIGRATION FROM
 SOUTHWOOD SHARED RESOURCE CENTER
 (SSRC) TO OFFICE 365 - DEDUCT

protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

B. Regarding Azure platform:

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(2) A description of the various options that were analyzed:

A. Regarding e-mail service, the options were:

1. E-Mail Service Option 1 - Stay with expensive and feature limited Data Center e-mail service;
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the options analyzed were:

1. Platform Option 1 (State Data Center recommendation)
2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)
3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

(3) A summary of the agency's analysis and evaluation of the various options:

A. Regarding e-mail service, the results of the agency's analysis and evaluation prefer Option 2 for both cost and services rendered.

1. E-Mail Service Option 1: Stay with expensive and feature limited Data Center e-mail service.
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the results of the agency's analysis and

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF										72000000
WORKFORCE PROGRAMS										72750000
<u>PGM: RETIRE BENEFITS ADMIN</u>										72750300
GOV OPERATIONS/SUPPORT										16
<u>GOVERNMENTAL OPERATIONS</u>										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - DEDUCT										36260C0

evaluation prefer Option 3 for both cost and services rendered.

1. Platform Option 1 (State Data Center recommendation)

- (a) 5 servers for each agency
- (b) 2 DirSync, 2 ADFS, 1 proxy
- (c) \$28,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$112,000 annually for server platforms
- (e) Configuration of platforms and migration of e-mail required contracted services

2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)

- (a) 1 server for each agency
- (b) 1 DirSync
- (c) \$6,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$24,000 annually for server platforms.
- (e) Configuration of platforms and migration of e-mail required contracted services

3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

- (a) 4 servers for all agencies desiring to join
- (b) 1 ADFS, 1 DirSync, 1 web app proxy, 1 replica of AD
- (c) \$10,000 annually hosted in Azure
- (d) DMS uniquely serves 4 domains covered under the same platform
- (e) Configuration of platforms and migration of e-mail required contracted services
- (f) Azure cloud-based platform innately provides failover and disaster recovery as part of the service.

WHAT BENEFITS WILL BE OBTAINED BY FUNDING THIS ISSUE:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibly, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform

COL A12	COL A14	COL A15	COL A16	COL A14-A12	
AGY FIN REQ FY 2015-16 POS	AGY AMD REQ FY 2015-16 POS	AGY AMD N/R FY 2015-16 POS	AGY AMD ANZ FY 2015-16 POS	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT
AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	CODES
					72000000
					72750000
					72750300
					16
					<u>1601.00.00.00</u>
					3620000
					36260C0

MANAGEMENT SRVCS, DEPT OF
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 AGENCY-WIDE INFORMATION TECHNOLOGY
 E-MAIL SERVICE MIGRATION FROM
 SOUTHWOOD SHARED RESOURCE CENTER
 (SSRC) TO OFFICE 365 - DEDUCT

supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in 0365 not requiring implementation by state data center.

The Return on Investment (ROI) is both cost savings and cost avoidance. The recurring budget related to email costs will be reduced by (\$12,500) in fiscal year 2015-2016 and by (\$7,500) in fiscal year 2016-2017. This is a total reduction of (\$20,000) annually, which will pay for the one time initial investment of \$114,400 in just over five years from a prospective of a recurring reduction of (\$20,000). Projections provided by the State Data Center (Southwood Shared Resource Center) reflect the annual email services through Data Center could increase by \$70,000 annually because the Department of Management Services will assume a large share of the cost as other Departments migrate off the email service provided by the Data Center. Through cost avoidance the initial investment of \$114,400 could be recovered in less than two years.

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE:

If not funded, the impact includes, but is not limited to: State data center costs will continue to rise, compliance will continue to be arduous (no e-mail encryption, legal hold search across mailboxes, teams sites and recorded meetings), communications and conferencing will continue to require travel, protection of agency data in e-mail will continue to have no programmatic policies or protection tools, IT overhead will continue to be high, aged and legacy server-based platforms and software will continue, and failover/disaster recovery services for e-mail will continue to be absent.

COST CALCULATIONS:

The calculations demonstrated below provide the means to have sufficient budget authority to enable the migration of e-mail services from the State Data Center to Office 365:

	Fiscal Year 2015-2016	Nonrecurring 2015-2016	Annualization 2015-2016
State Data Center AST (Multiple Programs)	(\$150,756)	0	(\$50,252)
Expenses (Multiple Programs)	\$146,656	\$14,400	\$42,752
Contracted Services Executive Direction and Administration	\$106,000	\$100,000	0

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF										72000000
WORKFORCE PROGRAMS										72750000
<u>PGM: RETIRE BENEFITS ADMIN</u>										72750300
GOV OPERATIONS/SUPPORT										16
<u>GOVERNMENTAL OPERATIONS</u>										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - DEDUCT										36260C0
Total:			\$101,900		\$114,400		(\$7,500)			

Recurring Savings \$101,900 - \$114,400= (\$12,500) + (\$7,500) = (\$20,000)

Amended 2015-16 Narrative after January 30, 2015

The Department of Management Services requests to transfer budget authority of \$124,400 to the Executive Direction and Support Services budget entity (72010100) within the Administrative Trust Fund (2021) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. To fund the migration of email services to Office 365 the Department has identified the below existing budget authority to fund the issue. The originally submitted budget request remains the same with the exception of the below adjustment to provide existing budget authority to fund the issue.

Revised Cost Calculations:

	Fiscal Year 2015-2016
Add-36250C0	
Executive Direction and Support Services:	
Expenses (040000)	\$18,400
Contacted Services (100777)	\$106,000
(Administrative Trust Fund 2021, FSI 1)	
Delete- 36260C0	
Executive Direction and Support Services:	
Mail Services (101089)	(\$50,000)
(Administrative Trust Fund 2021, FSI 1)	
Executive Direction and Support Services:	
Contracted Services	(\$30,000)
(General Revenue 1000, FSI 1)	
Departmental Programs:	
Allocated Based On Users	(\$44,400)

COL A12	COL A14	COL A15	COL A16	COL A14-A12	
AGY FIN REQ FY 2015-16 POS	AGY AMD REQ FY 2015-16 POS	AGY AMD N/R FY 2015-16 POS	AGY AMD ANZ FY 2015-16 POS	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT
MANAGEMENT SRVCS, DEPT OF					72000000
WORKFORCE PROGRAMS					72750000
PRG: ST PERSON POLICY ADMN					72750400
GOV OPERATIONS/SUPPORT					16
GOVERNMENTAL OPERATIONS					1601.00.00.00
AGENCY-WIDE INFORMATION TECHNOLOGY					3620000
E-MAIL SERVICE MIGRATION FROM					
SOUTHWOOD SHARED RESOURCE CENTER					
(SSRC) TO OFFICE 365 - ADD					36250C0
EXPENSES					040000
STATE PERSONNEL SYSTEM TF -STATE	1,882				1,882- 2678 1

AGENCY ISSUE NARRATIVE:

2015-2016 BUDGET YEAR NARRATIVE: IT COMPONENT? YES
 ISSUE TITLE: E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - ADD

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:
 #25 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:
 The Department of Management Services (DMS) provides shared services to state agencies and local governments allowing them to focus on their core mission. Our goal is to provide excellence in product and service delivery. GOAL #12: To deliver and promote the development of high quality, innovative, cost efficient technology services, and in so doing provide support to state agencies and other eligible users in achieving their missions and goals.

SUMMARY:
 The Department of Management Services requests a nonrecurring increase of \$100,000 in the Contracted Services category (100777) and \$14,400 in the Expenses category (040000) in the Administrative Trust Fund (2021) within the Executive Direction and Administration budget entity (72010100) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. The migration includes a projected recurring annual savings of \$20,000.

PROBLEM STATEMENT:
 The Department currently procures e-mail services from the Southwood Shared Resource Center (SSRC), which is projected to increase in cost. The current e-mail services provided by the SSRC: do not provide tools for security, has minimal tools for compliance, provides minimal tools to simplify conference communications, provides no tools to protect agency data, are supported on aged platforms and software, have limited failover and disaster recovery services.

GENERAL INFORMATION:
 This request demonstrates a funding request that proposes Software as a Server (SaaS) both for the Office 365 product and for the platform that connects DMS to Office 365. There are multiple domains that must join the Office 365 service. There are 4 total domains sharing Microsoft Enterprise Agreement services, 2 of which are entities reporting administratively to DMS.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY FIN REQ FY 2015-16	AGY FIN REQ FY 2015-16	AGY FIN REQ FY 2015-16	AGY FIN REQ FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
										72000000
										72750000
										72750400
										16
										<u>1601.00.00.00</u>
										3620000
										36250C0

MANAGEMENT SRVCS, DEPT OF
 WORKFORCE PROGRAMS
 PRG: ST PERSON POLICY ADMN
 GOV OPERATIONS/SUPPORT
 GOVERNMENTAL OPERATIONS
 AGENCY-WIDE INFORMATION TECHNOLOGY
 E-MAIL SERVICE MIGRATION FROM
 SOUTHWOOD SHARED RESOURCE CENTER
 (SSRC) TO OFFICE 365 - ADD

The business reasons driving the migration to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in Office 365 not requiring implementation by state data center.

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(1) A narrative description that articulates the business needs(s) driving the agency to propose this type of approach:

A. Office 365:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

B. Regarding Azure platform:

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS
						AMOUNT
						CODES
MANAGEMENT SRVCS, DEPT OF						72000000
WORKFORCE PROGRAMS						72750000
<u>PRG: ST PERSON POLICY ADMN</u>						72750400
GOV OPERATIONS/SUPPORT						16
<u>GOVERNMENTAL OPERATIONS</u>						<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - ADD						36250C0

(2) A description of the various options that were analyzed:

A. Regarding e-mail service, the options were:

1. E-Mail Service Option 1 - Stay with expensive and feature limited Data Center e-mail service;
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the options analyzed were:

1. Platform Option 1 (State Data Center recommendation)
2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)
3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

(3) A summary of the agency's analysis and evaluation of the various options:

A. Regarding e-mail service, the results of the agency's analysis and evaluation prefer Option 2 for both cost and services rendered.

1. E-Mail Service Option 1: Stay with expensive and feature limited Data Center e-mail service.
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the results of the agency's analysis and evaluation prefer Option 3 for both cost and services rendered.

1. Platform Option 1 (State Data Center recommendation)

- (a) 5 servers for each agency
- (b) 2 DirSync, 2 ADFS, 1 proxy
- (c) \$28,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$112,000 annually for server platforms
- (e) Configuration of platforms and migration of e-mail required contracted services

2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD REQ FY 2015-16	AGY FIN REQ FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
										72000000
										72750000
										72750400
										16
										<u>1601.00.00.00</u>
										3620000
										36250C0

MANAGEMENT SRVCS, DEPT OF
 WORKFORCE PROGRAMS
 PRG: ST PERSON POLICY ADMN
 GOV OPERATIONS/SUPPORT
 GOVERNMENTAL OPERATIONS
 AGENCY-WIDE INFORMATION TECHNOLOGY
 E-MAIL SERVICE MIGRATION FROM
 SOUTHWOOD SHARED RESOURCE CENTER
 (SSRC) TO OFFICE 365 - ADD

- (a) 1 server for each agency
- (b) 1 DirSync
- (c) \$6,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$24,000 annually for server platforms.
- (e) Configuration of platforms and migration of e-mail required contracted services

3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

- (a) 4 servers for all agencies desiring to join
- (b) 1 ADFS, 1 DirSync, 1 web app proxy, 1 replica of AD
- (c) \$10,000 annually hosted in Azure
- (d) DMS uniquely serves 4 domains covered under the same platform
- (e) Configuration of platforms and migration of e-mail required contracted services
- (f) Azure cloud-based platform innately provides failover and disaster recovery as part of the service.

WHAT BENEFITS WILL BE OBTAINED BY FUNDING THIS ISSUE:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibly, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

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COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT	

MANAGEMENT SRVCS, DEPT OF										72000000
WORKFORCE PROGRAMS										72750000
PRG: ST PERSON POLICY ADMN										72750400
GOV OPERATIONS/SUPPORT										16
GOVERNMENTAL OPERATIONS										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - ADD										36250C0

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE:

If not funded, the impact includes, but is not limited to: State data center costs will continue to rise, compliance will continue to be arduous (no e-mail encryption, legal hold search across mailboxes, teams sites and recorded meetings), communications and conferencing will continue to require travel, protection of agency data in e-mail will continue to have no programmatic policies or protection tools, IT overhead will continue to be high, aged and legacy server-based platforms and software will continue, and failover/disaster recovery services for e-mail will continue to be absent.

COST CALCULATIONS:

The calculations demonstrated below provide the means to have sufficient budget authority to enable the migration of e-mail services from the State Data Center to Office 365:

	Fiscal Year 2015-2016	Nonrecurring 2015-2016	Annualization 2015-2016
State Data Center AST (Multiple Programs)	(\$150,756)	0	(\$50,252)
Expenses (Multiple Programs)	\$146,656	\$14,400	\$42,752
Contracted Services Executive Direction and Administration	\$106,000	\$100,000	0
Total:	\$101,900	\$114,400	(\$7,500)

Recurring Savings \$101,900 - \$114,400= (\$12,500) + (\$7,500) = (\$20,000)
 Amended 2015-16 Narrative after January 30, 2015

The Department of Management Services requests to transfer budget authority of \$124,400 to the Executive Direction and Support Services budget entity (72010100) within the Administrative Trust Fund (2021) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. To fund the migration of email services to Office 365 the Department has identified the below existing budget authority to fund the issue. The originally submitted budget request remains the same with the exception of the below adjustment to provide existing budget authority to fund the issue.

Revised Cost Calculations:

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT	

MANAGEMENT SRVCS, DEPT OF										72000000
WORKFORCE PROGRAMS										72750000
<u>PRG: ST PERSON POLICY ADMN</u>										72750400
<u>GOV OPERATIONS/SUPPORT</u>										16
<u>GOVERNMENTAL OPERATIONS</u>										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - ADD										36250C0

Fiscal Year
2015-2016

Add-36250C0
 Executive Direction and Support Services:
 Expenses (040000) \$18,400
 Contacted Services (100777) \$106,000
 (Administrative Trust Fund 2021, FSI 1)

Delete- 36260C0
 Executive Direction and Support Services:
 Mail Services (101089) (\$50,000)
 (Administrative Trust Fund 2021, FSI 1)

Executive Direction and Support Services:
 Contracted Services (\$30,000)
 (General Revenue 1000, FSI 1)

Departmental Programs:
 Allocated Based On Users (\$44,400)

Issue Total: 0

Summary

The Department of Management Services is requesting to amend the E-Mail Service Migration from Southwood Shared Resource Center (SSRC) To Office 365 issue to fund the issue through existing resources.

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
	AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD REQ FY 2015-16	AGY FIN REQ FY 2015-16
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT

MANAGEMENT SRVCS, DEPT OF						72000000
WORKFORCE PROGRAMS						72750000
PRG: ST PERSON POLICY ADMN						72750400
GOV OPERATIONS/SUPPORT						16
GOVERNMENTAL OPERATIONS						1601.00.00.00
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0
EXPENSES						040000
STATE PERSONNEL SYSTEM TF -STATE			884-		884-	2678 1
=====	=====	=====	=====	=====	=====	=====
DATA PROCESSING SERVICES						210000
STATE DATA CENTER - AST						210001
STATE PERSONNEL SYSTEM TF -STATE	2,213-				2,213	2678 1
=====	=====	=====	=====	=====	=====	=====
TOTAL: E-MAIL SERVICE MIGRATION FROM						36260C0
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						
TOTAL ISSUE.....	2,213-		884-		1,329	
=====	=====	=====	=====	=====	=====	=====

AGENCY ISSUE NARRATIVE:

2015-2016 BUDGET YEAR NARRATIVE: IT COMPONENT? YES
 ISSUE TITLE: E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - DEDUCT

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:
 #25 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:
 The Department of Management Services (DMS) provides shared services to state agencies and local governments allowing them to focus on their core mission. Our goal is to provide excellence in product and service delivery. GOAL #12: To deliver and promote the development of high quality, innovative, cost efficient technology services, and in so doing provide support to state agencies and other eligible users in achieving their missions and goals.

SUMMARY:
 The Department of Management Services requests a nonrecurring increase of \$100,000 in the Contracted Services category (100777) and \$14,400 in the Expenses category (040000) in the Administrative Trust Fund (2021) within the Executive Direction and Administration budget entity (72010100) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. The migration includes a projected recurring annual savings of \$20,000.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	POS	AGY AMD REQ FY 2015-16	POS	AGY AMD N/R FY 2015-16	POS	AGY AMD ANZ FY 2015-16	POS	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16	
AMOUNT		AMOUNT		AMOUNT		AMOUNT		AMOUNT	AMOUNT	

MANAGEMENT SRVCS, DEPT OF										72000000
WORKFORCE PROGRAMS										72750000
PRG: ST PERSON POLICY ADMN										72750400
GOV OPERATIONS/SUPPORT										16
GOVERNMENTAL OPERATIONS										1601.00.00.00
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - DEDUCT										36260C0

PROBLEM STATEMENT:

The Department currently procures e-mail services from the Southwood Shared Resource Center (SSRC), which is projected to increase in cost. The current e-mail services provided by the SSRC: do not provide tools for security, has minimal tools for compliance, provides minimal tools to simplify conference communications, provides no tools to protect agency data, are supported on aged platforms and software, have limited failover and disaster recovery services.

GENERAL INFORMATION:

This request demonstrates a funding request that proposes Software as a Server (SaaS) both for the Office 365 product and for the platform that connects DMS to Office 365. There are multiple domains that must join the Office 365 service. There are 4 total domains sharing Microsoft Enterprise Agreement services, 2 of which are entities reporting administratively to DMS.

The business reasons driving the migration to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in Office 365 not requiring implementation by state data center.

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(1) A narrative description that articulates the business needs(s) driving the agency to propose this type of approach:

A. Office 365:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	POS AMOUNT	AGY AMD REQ FY 2015-16	POS AMOUNT	AGY AMD N/R FY 2015-16	POS AMOUNT	AGY AMD ANZ FY 2015-16	POS AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16	
MANAGEMENT SRVCS, DEPT OF									72000000	
WORKFORCE PROGRAMS									72750000	
PRG: ST PERSON POLICY ADMN									72750400	
GOV OPERATIONS/SUPPORT									16	
GOVERNMENTAL OPERATIONS									<u>1601.00.00.00</u>	
AGENCY-WIDE INFORMATION TECHNOLOGY									3620000	
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - DEDUCT										36260C0

reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

B. Regarding Azure platform:

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(2) A description of the various options that were analyzed:

A. Regarding e-mail service, the options were:

1. E-Mail Service Option 1 - Stay with expensive and feature limited Data Center e-mail service;
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the options analyzed were:

1. Platform Option 1 (State Data Center recommendation)
2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)
3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

(3) A summary of the agency's analysis and evaluation of the various options:

A. Regarding e-mail service, the results of the agency's analysis and evaluation prefer Option 2 for both cost and services rendered.

1. E-Mail Service Option 1: Stay with expensive and feature limited Data Center e-mail service.
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the results of the agency's analysis and evaluation prefer Option 3 for both cost and services rendered.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT	

MANAGEMENT SRVCS, DEPT OF										72000000
WORKFORCE PROGRAMS										72750000
PRG: ST PERSON POLICY ADMN										72750400
GOV OPERATIONS/SUPPORT										16
GOVERNMENTAL OPERATIONS										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - DEDUCT										36260C0

1. Platform Option 1 (State Data Center recommendation)

- (a) 5 servers for each agency
- (b) 2 DirSync, 2 ADFS, 1 proxy
- (c) \$28,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$112,000 annually for server platforms
- (e) Configuration of platforms and migration of e-mail required contracted services

2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)

- (a) 1 server for each agency
- (b) 1 DirSync
- (c) \$6,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$24,000 annually for server platforms.
- (e) Configuration of platforms and migration of e-mail required contracted services

3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

- (a) 4 servers for all agencies desiring to join
- (b) 1 ADFS, 1 DirSync, 1 web app proxy, 1 replica of AD
- (c) \$10,000 annually hosted in Azure
- (d) DMS uniquely serves 4 domains covered under the same platform
- (e) Configuration of platforms and migration of e-mail required contracted services
- (f) Azure cloud-based platform innately provides failover and disaster recovery as part of the service.

WHAT BENEFITS WILL BE OBTAINED BY FUNDING THIS ISSUE:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibly, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16 AMOUNT	

MANAGEMENT SRVCS, DEPT OF										72000000
WORKFORCE PROGRAMS										72750000
PRG: ST PERSON POLICY ADMN										72750400
GOV OPERATIONS/SUPPORT										16
GOVERNMENTAL OPERATIONS										1601.00.00.00
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - DEDUCT										36260C0

implementation by state data center.

The Return on Investment (ROI) is both cost savings and cost avoidance. The recurring budget related to email costs will be reduced by (\$12,500) in fiscal year 2015-2016 and by (\$7,500) in fiscal year 2016-2017. This is a total reduction of (\$20,000) annually, which will pay for the one time initial investment of \$114,400 in just over five years from a prospective of a recurring reduction of (\$20,000). Projections provided by the State Data Center (Southwood Shared Resource Center) reflect the annual email services through Data Center could increase by \$70,000 annually because the Department of Management Services will assume a large share of the cost as other Departments migrate off the email service provided by the Data Center. Through cost avoidance the initial investment of \$114,400 could be recovered in less than two years.

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE:

If not funded, the impact includes, but is not limited to: State data center costs will continue to rise, compliance will continue to be arduous (no e-mail encryption, legal hold search across mailboxes, teams sites and recorded meetings), communications and conferencing will continue to require travel, protection of agency data in e-mail will continue to have no programmatic policies or protection tools, IT overhead will continue to be high, aged and legacy server-based platforms and software will continue, and failover/disaster recovery services for e-mail will continue to be absent.

COST CALCULATIONS:

The calculations demonstrated below provide the means to have sufficient budget authority to enable the migration of e-mail services from the State Data Center to Office 365:

	Fiscal Year 2015-2016	Nonrecurring 2015-2016	Annualization 2015-2016
State Data Center AST (Multiple Programs)	(\$150,756)	0	(\$50,252)
Expenses (Multiple Programs)	\$146,656	\$14,400	\$42,752
Contracted Services Executive Direction and Administration	\$106,000	\$100,000	0
Total:	\$101,900	\$114,400	(\$7,500)

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
MANAGEMENT SRVCS, DEPT OF						72000000
WORKFORCE PROGRAMS						72750000
PRG: ST PERSON POLICY ADMN						72750400
GOV OPERATIONS/SUPPORT						16
GOVERNMENTAL OPERATIONS						<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0

Recurring Savings \$101,900 - \$114,400= (\$12,500) + (\$7,500) = (\$20,000)

Amended 2015-16 Narrative after January 30, 2015

The Department of Management Services requests to transfer budget authority of \$124,400 to the Executive Direction and Support Services budget entity (72010100) within the Administrative Trust Fund (2021) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. To fund the migration of email services to Office 365 the Department has identified the below existing budget authority to fund the issue. The originally submitted budget request remains the same with the exception of the below adjustment to provide existing budget authority to fund the issue.

Revised Cost Calculations:

	Fiscal Year
	2015-2016
Add-36250C0	
Executive Direction and Support Services:	
Expenses (040000)	\$18,400
Contacted Services (100777)	\$106,000
(Administrative Trust Fund 2021, FSI 1)	
Delete- 36260C0	
Executive Direction and Support Services:	
Mail Services (101089)	(\$50,000)
(Administrative Trust Fund 2021, FSI 1)	
Executive Direction and Support Services:	
Contracted Services	(\$30,000)
(General Revenue 1000, FSI 1)	
Departmental Programs:	
Allocated Based On Users	(\$44,400)

COL A12	COL A14	COL A15	COL A16	COL A14-A12	
AGY FIN REQ FY 2015-16 POS	AGY AMD REQ FY 2015-16 POS	AGY AMD N/R FY 2015-16 POS	AGY AMD ANZ FY 2015-16 POS	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT
MANAGEMENT SRVCS, DEPT OF					72000000
WORKFORCE PROGRAMS					72750000
PRG: PEOPLE FIRST					72750500
GOV OPERATIONS/SUPPORT					16
GOVERNMENTAL OPERATIONS					1601.00.00.00
AGENCY-WIDE INFORMATION TECHNOLOGY					3620000
E-MAIL SERVICE MIGRATION FROM					
SOUTHWOOD SHARED RESOURCE CENTER					
(SSRC) TO OFFICE 365 - ADD					36250C0
EXPENSES					040000
STATE PERSONNEL SYSTEM TF -STATE	946				946- 2678 1

AGENCY ISSUE NARRATIVE:

2015-2016 BUDGET YEAR NARRATIVE: IT COMPONENT? YES
 ISSUE TITLE: E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - ADD

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:
 #25 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:
 The Department of Management Services (DMS) provides shared services to state agencies and local governments allowing them to focus on their core mission. Our goal is to provide excellence in product and service delivery. GOAL #12: To deliver and promote the development of high quality, innovative, cost efficient technology services, and in so doing provide support to state agencies and other eligible users in achieving their missions and goals.

SUMMARY:
 The Department of Management Services requests a nonrecurring increase of \$100,000 in the Contracted Services category (100777) and \$14,400 in the Expenses category (040000) in the Administrative Trust Fund (2021) within the Executive Direction and Administration budget entity (72010100) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. The migration includes a projected recurring annual savings of \$20,000.

PROBLEM STATEMENT:
 The Department currently procures e-mail services from the Southwood Shared Resource Center (SSRC), which is projected to increase in cost. The current e-mail services provided by the SSRC: do not provide tools for security, has minimal tools for compliance, provides minimal tools to simplify conference communications, provides no tools to protect agency data, are supported on aged platforms and software, have limited failover and disaster recovery services.

GENERAL INFORMATION:
 This request demonstrates a funding request that proposes Software as a Server (SaaS) both for the Office 365 product and for the platform that connects DMS to Office 365. There are multiple domains that must join the Office 365 service. There are 4 total domains sharing Microsoft Enterprise Agreement services, 2 of which are entities reporting administratively to DMS.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY FIN REQ FY 2015-16 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF										72000000
WORKFORCE PROGRAMS										72750000
PRG: PEOPLE FIRST										72750500
GOV OPERATIONS/SUPPORT										16
GOVERNMENTAL OPERATIONS										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - ADD										36250C0

The business reasons driving the migration to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in Office 365 not requiring implementation by state data center.

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(1) A narrative description that articulates the business needs(s) driving the agency to propose this type of approach:

A. Office 365:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

B. Regarding Azure platform:

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS
						AMOUNT
						CODES
MANAGEMENT SRVCS, DEPT OF						72000000
WORKFORCE PROGRAMS						72750000
PRG: PEOPLE FIRST						72750500
GOV OPERATIONS/SUPPORT						16
GOVERNMENTAL OPERATIONS						<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - ADD						36250C0

(2) A description of the various options that were analyzed:

A. Regarding e-mail service, the options were:

1. E-Mail Service Option 1 - Stay with expensive and feature limited Data Center e-mail service;
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the options analyzed were:

1. Platform Option 1 (State Data Center recommendation)
2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)
3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

(3) A summary of the agency's analysis and evaluation of the various options:

A. Regarding e-mail service, the results of the agency's analysis and evaluation prefer Option 2 for both cost and services rendered.

1. E-Mail Service Option 1: Stay with expensive and feature limited Data Center e-mail service.
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the results of the agency's analysis and evaluation prefer Option 3 for both cost and services rendered.

1. Platform Option 1 (State Data Center recommendation)

- (a) 5 servers for each agency
- (b) 2 DirSync, 2 ADFS, 1 proxy
- (c) \$28,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$112,000 annually for server platforms
- (e) Configuration of platforms and migration of e-mail required contracted services

2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16 OVER(UNDER)	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
										72000000
										72750000
										72750500
										16
										<u>1601.00.00.00</u>
										3620000
										36250C0

MANAGEMENT SRVCS, DEPT OF
 WORKFORCE PROGRAMS
 PRG: PEOPLE FIRST

GOV OPERATIONS/SUPPORT
 GOVERNMENTAL OPERATIONS

AGENCY-WIDE INFORMATION TECHNOLOGY
 E-MAIL SERVICE MIGRATION FROM
 SOUTHWOOD SHARED RESOURCE CENTER
 (SSRC) TO OFFICE 365 - ADD

- (a) 1 server for each agency
- (b) 1 DirSync
- (c) \$6,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$24,000 annually for server platforms.
- (e) Configuration of platforms and migration of e-mail required contracted services

3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

- (a) 4 servers for all agencies desiring to join
- (b) 1 ADFS, 1 DirSync, 1 web app proxy, 1 replica of AD
- (c) \$10,000 annually hosted in Azure
- (d) DMS uniquely serves 4 domains covered under the same platform
- (e) Configuration of platforms and migration of e-mail required contracted services
- (f) Azure cloud-based platform innately provides failover and disaster recovery as part of the service.

WHAT BENEFITS WILL BE OBTAINED BY FUNDING THIS ISSUE:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibly, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

The Return on Investment (ROI) is both cost savings and cost avoidance. The recurring budget related to email costs will be reduced by (\$12,500) in fiscal year 2015-2016 and by (\$7,500) in fiscal year 2016-2017. This is a total reduction of (\$20,000) annually, which will pay for the one time initial investment of \$114,400 in just over five years from a prospective of a recurring reduction of (\$20,000). Projections provided by the State Data Center (Southwood Shared Resource Center) reflect the annual email services through Data Center could increase by \$70,000 annually because the Department of Management Services will assume a large share of the cost as other Departments migrate off the email service provided by the Data Center. Through cost avoidance the initial investment of \$114,400 could be recovered in less than two years.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16 POS	

MANAGEMENT SRVCS, DEPT OF										72000000
WORKFORCE PROGRAMS										72750000
PRG: PEOPLE FIRST										72750500
GOV OPERATIONS/SUPPORT										16
GOVERNMENTAL OPERATIONS										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - ADD										36250C0

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE:

If not funded, the impact includes, but is not limited to: State data center costs will continue to rise, compliance will continue to be arduous (no e-mail encryption, legal hold search across mailboxes, teams sites and recorded meetings), communications and conferencing will continue to require travel, protection of agency data in e-mail will continue to have no programmatic policies or protection tools, IT overhead will continue to be high, aged and legacy server-based platforms and software will continue, and failover/disaster recovery services for e-mail will continue to be absent.

COST CALCULATIONS:

The calculations demonstrated below provide the means to have sufficient budget authority to enable the migration of e-mail services from the State Data Center to Office 365:

	Fiscal Year 2015-2016	Nonrecurring 2015-2016	Annualization 2015-2016
State Data Center AST (Multiple Programs)	(\$150,756)	0	(\$50,252)
Expenses (Multiple Programs)	\$146,656	\$14,400	\$42,752
Contracted Services Executive Direction and Administration	\$106,000	\$100,000	0
Total:	\$101,900	\$114,400	(\$7,500)

Recurring Savings \$101,900 - \$114,400= (\$12,500) + (\$7,500) = (\$20,000)

Amended 2015-16 Narrative after January 30, 2015

The Department of Management Services requests to transfer budget authority of \$124,400 to the Executive Direction and Support Services budget entity (72010100) within the Administrative Trust Fund (2021) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. To fund the migration of email services to Office 365 the Department has identified the below existing budget authority to fund the issue. The originally submitted budget request remains the same with the exception of the below adjustment to provide existing budget authority to fund the issue.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD REQ FY 2015-16	AGY FIN REQ FY 2015-16	OVER(UNDER)		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
										72000000
										72750000
										72750500
										16
										<u>1601.00.00.00</u>
										3620000
										36250C0

MANAGEMENT SRVCS, DEPT OF
 WORKFORCE PROGRAMS
 PRG: PEOPLE FIRST
 GOV OPERATIONS/SUPPORT
 GOVERNMENTAL OPERATIONS
 AGENCY-WIDE INFORMATION TECHNOLOGY
 E-MAIL SERVICE MIGRATION FROM
 SOUTHWOOD SHARED RESOURCE CENTER
 (SSRC) TO OFFICE 365 - ADD

Revised Cost Calculations:

Fiscal Year
 2015-2016

Add-36250C0
 Executive Direction and Support Services:
 Expenses (040000) \$18,400
 Contacted Services (100777) \$106,000
 (Administrative Trust Fund 2021, FSI 1)

Delete- 36260C0
 Executive Direction and Support Services:
 Mail Services (101089) (\$50,000)
 (Administrative Trust Fund 2021, FSI 1)

Executive Direction and Support Services:
 Contracted Services (\$30,000)
 (General Revenue 1000, FSI 1)

Departmental Programs:
 Allocated Based On Users (\$44,400)

Issue Total: 0

Summary

The Department of Management Services is requesting to amend the E-Mail Service Migration from Southwood Shared Resource Center (SSRC) To Office 365 issue to fund the issue through existing resources.

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
MANAGEMENT SRVCS, DEPT OF						72000000
WORKFORCE PROGRAMS						72750000
PRG: PEOPLE FIRST						72750500
GOV OPERATIONS/SUPPORT						16
GOVERNMENTAL OPERATIONS						1601.00.00.00
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0
EXPENSES						040000
STATE PERSONNEL SYSTEM TF -STATE			826-		826-	2678 1
DATA PROCESSING SERVICES						210000
STATE DATA CENTER - AST						210001
STATE PERSONNEL SYSTEM TF -STATE	1,112-				1,112	2678 1
TOTAL: E-MAIL SERVICE MIGRATION FROM						36260C0
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						
TOTAL ISSUE.....	1,112-		826-			286

AGENCY ISSUE NARRATIVE:

2015-2016 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

ISSUE TITLE: E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - DEDUCT

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#25 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

The Department of Management Services (DMS) provides shared services to state agencies and local governments allowing them to focus on their core mission. Our goal is to provide excellence in product and service delivery. GOAL #12: To deliver and promote the development of high quality, innovative, cost efficient technology services, and in so doing provide support to state agencies and other eligible users in achieving their missions and goals.

SUMMARY:

The Department of Management Services requests a nonrecurring increase of \$100,000 in the Contracted Services category (100777) and \$14,400 in the Expenses category (040000) in the Administrative Trust Fund (2021) within the Executive Direction and Administration budget entity (72010100) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. The migration includes a projected recurring annual savings of \$20,000.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD REQ FY 2015-16	AGY FIN REQ FY 2015-16	OVER(UNDER)	AGY FIN REQ FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
										72000000
										72750000
										72750500
										16
										<u>1601.00.00.00</u>
										3620000
										36260C0

MANAGEMENT SRVCS, DEPT OF
 WORKFORCE PROGRAMS
 PRG: PEOPLE FIRST

GOV OPERATIONS/SUPPORT
 GOVERNMENTAL OPERATIONS

AGENCY-WIDE INFORMATION TECHNOLOGY
 E-MAIL SERVICE MIGRATION FROM
 SOUTHWOOD SHARED RESOURCE CENTER
 (SSRC) TO OFFICE 365 - DEDUCT

PROBLEM STATEMENT:

The Department currently procures e-mail services from the Southwood Shared Resource Center (SSRC), which is projected to increase in cost. The current e-mail services provided by the SSRC: do not provide tools for security, has minimal tools for compliance, provides minimal tools to simplify conference communications, provides no tools to protect agency data, are supported on aged platforms and software, have limited failover and disaster recovery services.

GENERAL INFORMATION:

This request demonstrates a funding request that proposes Software as a Server (SaaS) both for the Office 365 product and for the platform that connects DMS to Office 365. There are multiple domains that must join the Office 365 service. There are 4 total domains sharing Microsoft Enterprise Agreement services, 2 of which are entities reporting administratively to DMS.

The business reasons driving the migration to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in Office 365 not requiring implementation by state data center.

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(1) A narrative description that articulates the business needs(s) driving the agency to propose this type of approach:

A. Office 365:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD REQ FY 2015-16	AGY FIN REQ FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
										72000000
										72750000
										72750500
										16
										<u>1601.00.00.00</u>
										3620000
										36260C0

MANAGEMENT SRVCS, DEPT OF
 WORKFORCE PROGRAMS
 PRG: PEOPLE FIRST

GOV OPERATIONS/SUPPORT
 GOVERNMENTAL OPERATIONS

AGENCY-WIDE INFORMATION TECHNOLOGY
 E-MAIL SERVICE MIGRATION FROM
 SOUTHWOOD SHARED RESOURCE CENTER
 (SSRC) TO OFFICE 365 - DEDUCT

reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

B. Regarding Azure platform:

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(2) A description of the various options that were analyzed:

A. Regarding e-mail service, the options were:

1. E-Mail Service Option 1 - Stay with expensive and feature limited Data Center e-mail service;
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the options analyzed were:

1. Platform Option 1 (State Data Center recommendation)
2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)
3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

(3) A summary of the agency's analysis and evaluation of the various options:

A. Regarding e-mail service, the results of the agency's analysis and evaluation prefer Option 2 for both cost and services rendered.

1. E-Mail Service Option 1: Stay with expensive and feature limited Data Center e-mail service.
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the results of the agency's analysis and evaluation prefer Option 3 for both cost and services rendered.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT	

MANAGEMENT SRVCS, DEPT OF										72000000
WORKFORCE PROGRAMS										72750000
<u>PRG: PEOPLE FIRST</u>										72750500
<u>GOV OPERATIONS/SUPPORT</u>										16
<u>GOVERNMENTAL OPERATIONS</u>										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - DEDUCT										36260C0

1. Platform Option 1 (State Data Center recommendation)

- (a) 5 servers for each agency
- (b) 2 DirSync, 2 ADFS, 1 proxy
- (c) \$28,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$112,000 annually for server platforms
- (e) Configuration of platforms and migration of e-mail required contracted services

2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)

- (a) 1 server for each agency
- (b) 1 DirSync
- (c) \$6,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$24,000 annually for server platforms.
- (e) Configuration of platforms and migration of e-mail required contracted services

3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

- (a) 4 servers for all agencies desiring to join
- (b) 1 ADFS, 1 DirSync, 1 web app proxy, 1 replica of AD
- (c) \$10,000 annually hosted in Azure
- (d) DMS uniquely serves 4 domains covered under the same platform
- (e) Configuration of platforms and migration of e-mail required contracted services
- (f) Azure cloud-based platform innately provides failover and disaster recovery as part of the service.

WHAT BENEFITS WILL BE OBTAINED BY FUNDING THIS ISSUE:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibly, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	POS	AGY AMD REQ FY 2015-16	POS	AGY AMD N/R FY 2015-16	POS	AGY AMD ANZ FY 2015-16	POS	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16	
AMOUNT		AMOUNT		AMOUNT		AMOUNT		AMOUNT	AMOUNT	

MANAGEMENT SRVCS, DEPT OF										72000000
WORKFORCE PROGRAMS										72750000
PRG: PEOPLE FIRST										72750500
GOV OPERATIONS/SUPPORT										16
GOVERNMENTAL OPERATIONS										<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - DEDUCT										36260C0

implementation by state data center.

The Return on Investment (ROI) is both cost savings and cost avoidance. The recurring budget related to email costs will be reduced by (\$12,500) in fiscal year 2015-2016 and by (\$7,500) in fiscal year 2016-2017. This is a total reduction of (\$20,000) annually, which will pay for the one time initial investment of \$114,400 in just over five years from a prospective of a recurring reduction of (\$20,000). Projections provided by the State Data Center (Southwood Shared Resource Center) reflect the annual email services through Data Center could increase by \$70,000 annually because the Department of Management Services will assume a large share of the cost as other Departments migrate off the email service provided by the Data Center. Through cost avoidance the initial investment of \$114,400 could be recovered in less than two years.

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE:

If not funded, the impact includes, but is not limited to: State data center costs will continue to rise, compliance will continue to be arduous (no e-mail encryption, legal hold search across mailboxes, teams sites and recorded meetings), communications and conferencing will continue to require travel, protection of agency data in e-mail will continue to have no programmatic policies or protection tools, IT overhead will continue to be high, aged and legacy server-based platforms and software will continue, and failover/disaster recovery services for e-mail will continue to be absent.

COST CALCULATIONS:

The calculations demonstrated below provide the means to have sufficient budget authority to enable the migration of e-mail services from the State Data Center to Office 365:

	Fiscal Year 2015-2016	Nonrecurring 2015-2016	Annualization 2015-2016
State Data Center AST (Multiple Programs)	(\$150,756)	0	(\$50,252)
Expenses (Multiple Programs)	\$146,656	\$14,400	\$42,752
Contracted Services Executive Direction and Administration	\$106,000	\$100,000	0
Total:	\$101,900	\$114,400	(\$7,500)

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
MANAGEMENT SRVCS, DEPT OF						72000000
WORKFORCE PROGRAMS						72750000
PRG: PEOPLE FIRST						72750500
GOV OPERATIONS/SUPPORT						16
GOVERNMENTAL OPERATIONS						<u>1601.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0

Recurring Savings \$101,900 - \$114,400= (\$12,500) + (\$7,500) = (\$20,000)

Amended 2015-16 Narrative after January 30, 2015

The Department of Management Services requests to transfer budget authority of \$124,400 to the Executive Direction and Support Services budget entity (72010100) within the Administrative Trust Fund (2021) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. To fund the migration of email services to Office 365 the Department has identified the below existing budget authority to fund the issue. The originally submitted budget request remains the same with the exception of the below adjustment to provide existing budget authority to fund the issue.

Revised Cost Calculations:

	Fiscal Year
	2015-2016
Add-36250C0	
Executive Direction and Support Services:	
Expenses (040000)	\$18,400
Contacted Services (100777)	\$106,000
(Administrative Trust Fund 2021, FSI 1)	
Delete- 36260C0	
Executive Direction and Support Services:	
Mail Services (101089)	(\$50,000)
(Administrative Trust Fund 2021, FSI 1)	
Executive Direction and Support Services:	
Contracted Services	(\$30,000)
(General Revenue 1000, FSI 1)	
Departmental Programs:	
Allocated Based On Users	(\$44,400)

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY AMD REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: TECHNOLOGY PROGRAM						72900000
TELECOMMUNICATIONS SVCS						72900100
GOV OPERATIONS/SUPPORT						16
INFORMATION TECHNOLOGY						1603.00.00.00
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - ADD						36250C0
EXPENSES						040000
COMMUNICATIONS WKG CAP TF -STATE	44,934				44,934-	2105 1
WIRELESS COMM E911 TF -STATE	328				328-	2344 1
TOTAL APPRO.....	45,262				45,262-	

AGENCY ISSUE NARRATIVE:

2015-2016 BUDGET YEAR NARRATIVE: IT COMPONENT? YES
 ISSUE TITLE: E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - ADD

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:
 #25 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:
 The Department of Management Services (DMS) provides shared services to state agencies and local governments allowing them to focus on their core mission. Our goal is to provide excellence in product and service delivery. GOAL #12: To deliver and promote the development of high quality, innovative, cost efficient technology services, and in so doing provide support to state agencies and other eligible users in achieving their missions and goals.

SUMMARY:
 The Department of Management Services requests a nonrecurring increase of \$100,000 in the Contracted Services category (100777) and \$14,400 in the Expenses category (040000) in the Administrative Trust Fund (2021) within the Executive Direction and Administration budget entity (72010100) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. The migration includes a projected recurring annual savings of \$20,000.

PROBLEM STATEMENT:
 The Department currently procures e-mail services from the Southwood Shared Resource Center (SSRC), which is projected to increase in cost. The current e-mail services provided by the SSRC: do not provide tools for security, has minimal tools for compliance, provides minimal tools to simplify conference communications, provides no tools to protect agency data, are supported on aged platforms and software, have limited failover and disaster recovery services.

GENERAL INFORMATION:
 This request demonstrates a funding request that proposes Software as a Server (SaaS) both for the Office 365 product and

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	POS	AGY AMD REQ FY 2015-16	POS	AGY AMD N/R FY 2015-16	POS	AGY AMD ANZ FY 2015-16	POS	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16	
AMOUNT		AMOUNT		AMOUNT		AMOUNT		AMOUNT	AMOUNT	
										72000000
										72900000
										72900100
										16
										<u>1603.00.00.00</u>
										3620000
										36250C0

MANAGEMENT SRVCS, DEPT OF
 PGM: TECHNOLOGY PROGRAM
TELECOMMUNICATIONS SVCS
GOV OPERATIONS/SUPPORT
INFORMATION TECHNOLOGY

AGENCY-WIDE INFORMATION TECHNOLOGY
 E-MAIL SERVICE MIGRATION FROM
 SOUTHWOOD SHARED RESOURCE CENTER
 (SSRC) TO OFFICE 365 - ADD

for the platform that connects DMS to Office 365. There are multiple domains that must join the Office 365 service. There are 4 total domains sharing Microsoft Enterprise Agreement services, 2 of which are entities reporting administratively to DMS.

The business reasons driving the migration to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in Office 365 not requiring implementation by state data center.

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(1) A narrative description that articulates the business needs(s) driving the agency to propose this type of approach:

A. Regarding Office 365:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

B. Regarding Azure platform:

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF										72000000
PGM: TECHNOLOGY PROGRAM										72900000
TELECOMMUNICATIONS SVCS										72900100
GOV OPERATIONS/SUPPORT										16
INFORMATION TECHNOLOGY										<u>1603.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - ADD										36250C0

business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(2) A description of the various options that were analyzed:

A. Regarding e-mail service, the options were:

1. E-Mail Service Option 1 - Stay with expensive and feature limited Data Center e-mail service;
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the options analyzed were:

1. Platform Option 1 (State Data Center recommendation)
2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)
3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

(3) A summary of the agency's analysis and evaluation of the various options:

A. Regarding e-mail service, the results of the agency's analysis and evaluation prefer Option 2 for both cost and services rendered.

1. E-Mail Service Option 1: Stay with expensive and feature limited Data Center e-mail service.
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the results of the agency's analysis and evaluation prefer Option 3 for both cost and services rendered.

1. Platform Option 1 (State Data Center recommendation)
 - (a) 5 servers for each agency
 - (b) 2 DirSync, 2 ADFS, 1 proxy
 - (c) \$28,000 annually hosted in State Data Center
 - (d) DMS uniquely serves 4 domains, hence a potential of \$112,000 annually for server platforms
 - (e) Configuration of platforms and migration of e-mail required contracted services

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT	

MANAGEMENT SRVCS, DEPT OF										72000000
PGM: TECHNOLOGY PROGRAM										72900000
TELECOMMUNICATIONS SVCS										72900100
GOV OPERATIONS/SUPPORT										16
INFORMATION TECHNOLOGY										1603.00.00.00
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - ADD										36250C0

2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)

- (a) 1 server for each agency
- (b) 1 DirSync
- (c) \$6,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$24,000 annually for server platforms.
- (e) Configuration of platforms and migration of e-mail required contracted services

3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

- (a) 4 servers for all agencies desiring to join
- (b) 1 ADFS, 1 DirSync, 1 web app proxy, 1 replica of AD
- (c) \$10,000 annually hosted in Azure
- (d) DMS uniquely serves 4 domains covered under the same platform
- (e) Configuration of platforms and migration of e-mail required contracted services
- (f) Azure cloud-based platform innately provides failover and disaster recovery as part of the service.

WHAT BENEFITS WILL BE OBTAINED BY FUNDING THIS ISSUE:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibly, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

The Return on Investment (ROI) is both cost savings and cost avoidance. The recurring budget related to email costs will be reduced by (\$12,500) in fiscal year 2015-2016 and by (\$7,500) in fiscal year 2016-2017. This is a total reduction of (\$20,000) annually, which will pay for the one time initial investment of \$114,400 in just over five years from a prospective of a recurring reduction of (\$20,000). Projections provided by the State Data Center (Southwood Shared Resource Center) reflect the annual email services through Data Center could increase by \$70,000 annually because the Department of Management Services will assume a large share of the cost as other Departments migrate off the email

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
						CODES
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: TECHNOLOGY PROGRAM						72900000
TELECOMMUNICATIONS SVCS						72900100
GOV OPERATIONS/SUPPORT						16
INFORMATION TECHNOLOGY						<u>1603.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - ADD						36250C0

service provided by the Data Center. Through cost avoidance the initial investment of \$114,400 could be recovered in less than two years.

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE:

If not funded, the impact includes, but is not limited to: State data center costs will continue to rise, compliance will continue to be arduous (no e-mail encryption, legal hold search across mailboxes, teams sites and recorded meetings), communications and conferencing will continue to require travel, protection of agency data in e-mail will continue to have no programmatic policies or protection tools, IT overhead will continue to be high, aged and legacy server-based platforms and software will continue, and failover/disaster recovery services for e-mail will continue to be absent.

COST CALCULATIONS:

The calculations demonstrated below provide the means to have sufficient budget authority to enable the migration of e-mail services from the State Data Center to Office 365:

	Fiscal Year 2015-2016	Nonrecurring 2015-2016	Annualization 2015-2016
State Data Center AST (Multiple Programs)	(\$150,756)	0	(\$50,252)
Expenses (Multiple Programs)	\$146,656	\$14,400	\$42,752
Contracted Services Executive Direction and Administration	\$106,000	\$100,000	0
Total:	\$101,900	\$114,400	(\$7,500)

Recurring Savings \$101,900 - \$114,400 = (\$12,500) + (\$7,500) = (\$20,000)
 Amended 2015-16 Narrative after January 30, 2015

The Department of Management Services requests to transfer budget authority of \$124,400 to the Executive Direction and Support Services budget entity (72010100) within the Administrative Trust Fund (2021) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. To fund the migration of email services to Office 365 the

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
						CODES
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: TECHNOLOGY PROGRAM						72900000
TELECOMMUNICATIONS SVCS						72900100
GOV OPERATIONS/SUPPORT						16
INFORMATION TECHNOLOGY						<u>1603.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - ADD						36250C0

Department has identified the below existing budget authority to fund the issue. The originally submitted budget request remains the same with the exception of the below adjustment to provide existing budget authority to fund the issue.

Revised Cost Calculations:

	Fiscal Year
	2015-2016
Add-36250C0	
Executive Direction and Support Services:	
Expenses (040000)	\$18,400
Contacted Services (100777)	\$106,000
(Administrative Trust Fund 2021, FSI 1)	
Delete- 36260C0	
Executive Direction and Support Services:	
Mail Services (101089)	(\$50,000)
(Administrative Trust Fund 2021, FSI 1)	
Executive Direction and Support Services:	
Contracted Services	(\$30,000)
(General Revenue 1000, FSI 1)	
Departmental Programs:	
Allocated based Users	(\$44,400)
Issue Total: 0	

Summary

The Department of Management Services is requesting to amend the E-Mail Service Migration from Southwood Shared Resource Center (SSRC) To Office 365 issue to fund the issue through existing resources.

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY AMD REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: TECHNOLOGY PROGRAM						72900000
TELECOMMUNICATIONS SVCS						72900100
GOV OPERATIONS/SUPPORT						16
INFORMATION TECHNOLOGY						1603.00.00.00
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0
EXPENSES						040000
COMMUNICATIONS WKG CAP TF -STATE		4,249-			4,249-	2105 1
WIRELESS COMM E911 TF -STATE		293-			293-	2344 1
TOTAL APPRO.....		4,542-			4,542-	
DATA PROCESSING SERVICES						210000
STATE DATA CENTER - AST						210001
COMMUNICATIONS WKG CAP TF -STATE	52,817-				52,817	2105 1
WIRELESS COMM E911 TF -STATE	385-				385	2344 1
TOTAL APPRO.....	53,202-				53,202	
TOTAL: E-MAIL SERVICE MIGRATION FROM						36260C0
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						
TOTAL ISSUE.....	53,202-	4,542-			48,660	

AGENCY ISSUE NARRATIVE:

2015-2016 BUDGET YEAR NARRATIVE: IT COMPONENT? YES
 ISSUE TITLE: E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - DEDUCT

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:
 #25 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:
 The Department of Management Services (DMS) provides shared services to state agencies and local governments allowing them to focus on their core mission. Our goal is to provide excellence in product and service delivery. GOAL #12: To deliver and promote the development of high quality, innovative, cost efficient technology services, and in so doing provide support to state agencies and other eligible users in achieving their missions and goals.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	POS	AGY AMD REQ FY 2015-16	POS	AGY AMD N/R FY 2015-16	POS	AGY AMD ANZ FY 2015-16	POS	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16	
AMOUNT		AMOUNT		AMOUNT		AMOUNT		AMOUNT	AMOUNT	

MANAGEMENT SRVCS, DEPT OF										72000000
PGM: TECHNOLOGY PROGRAM										72900000
TELECOMMUNICATIONS SVCS										72900100
GOV OPERATIONS/SUPPORT										16
INFORMATION TECHNOLOGY										1603.00.00.00
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - DEDUCT										36260C0

SUMMARY:

The Department of Management Services requests a nonrecurring increase of \$100,000 in the Contracted Services category (100777) and \$14,400 in the Expenses category (040000) in the Administrative Trust Fund (2021) within the Executive Direction and Administration budget entity (72010100) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. The migration includes a projected recurring annual savings of \$20,000.

PROBLEM STATEMENT:

The Department currently procures e-mail services from the Southwood Shared Resource Center (SSRC), which is projected to increase in cost. The current e-mail services provided by the SSRC: do not provide tools for security, has minimal tools for compliance, provides minimal tools to simplify conference communications, provides no tools to protect agency data, are supported on aged platforms and software, have limited failover and disaster recovery services.

GENERAL INFORMATION:

This request demonstrates a funding request that proposes Software as a Server (SaaS) both for the Office 365 product and for the platform that connects DMS to Office 365. There are multiple domains that must join the Office 365 service. There are 4 total domains sharing Microsoft Enterprise Agreement services, 2 of which are entities reporting administratively to DMS.

The business reasons driving the migration to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in Office 365 not requiring implementation by state data center.

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(1) A narrative description that articulates the business needs(s) driving the agency to propose this type of approach:

A. Office 365:

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY FIN REQ FY 2015-16 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF										72000000
PGM: TECHNOLOGY PROGRAM										72900000
TELECOMMUNICATIONS SVCS										72900100
GOV OPERATIONS/SUPPORT										16
INFORMATION TECHNOLOGY										1603.00.00.00
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - DEDUCT										36260C0

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

B. Regarding Azure platform:

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(2) A description of the various options that were analyzed:

A. Regarding e-mail service, the options were:

1. E-Mail Service Option 1 - Stay with expensive and feature limited Data Center e-mail service;
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the options analyzed were:

1. Platform Option 1 (State Data Center recommendation)
2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)
3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

(3) A summary of the agency's analysis and evaluation of the various options:

A. Regarding e-mail service, the results of the agency's analysis and evaluation prefer Option 2 for both cost and services rendered.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	POS AMOUNT	AGY AMD REQ FY 2015-16	POS AMOUNT	AGY AMD N/R FY 2015-16	POS AMOUNT	AGY AMD ANZ FY 2015-16	POS AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16	
MANAGEMENT SRVCS, DEPT OF										72000000
PGM: TECHNOLOGY PROGRAM										72900000
TELECOMMUNICATIONS SVCS										72900100
GOV OPERATIONS/SUPPORT										16
INFORMATION TECHNOLOGY										<u>1603.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - DEDUCT										36260C0

1. E-Mail Service Option 1: Stay with expensive and feature limited Data Center e-mail service.
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the results of the agency's analysis and evaluation prefer Option 3 for both cost and services rendered.

1. Platform Option 1 (State Data Center recommendation)

- (a) 5 servers for each agency
- (b) 2 DirSync, 2 ADFS, 1 proxy
- (c) \$28,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$112,000 annually for server platforms
- (e) Configuration of platforms and migration of e-mail required contracted services

2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)

- (a) 1 server for each agency
- (b) 1 DirSync
- (c) \$6,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$24,000 annually for server platforms.
- (e) Configuration of platforms and migration of e-mail required contracted services

3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

- (a) 4 servers for all agencies desiring to join
- (b) 1 ADFS, 1 DirSync, 1 web app proxy, 1 replica of AD
- (c) \$10,000 annually hosted in Azure
- (d) DMS uniquely serves 4 domains covered under the same platform
- (e) Configuration of platforms and migration of e-mail required contracted services
- (f) Azure cloud-based platform innately provides failover and disaster recovery as part of the service.

WHAT BENEFITS WILL BE OBTAINED BY FUNDING THIS ISSUE:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibly,

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	POS	AGY AMD REQ FY 2015-16	POS	AGY AMD N/R FY 2015-16	POS	AGY AMD ANZ FY 2015-16	POS	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16	
AMOUNT		AMOUNT		AMOUNT		AMOUNT		AMOUNT	AMOUNT	

MANAGEMENT SRVCS, DEPT OF										72000000
PGM: TECHNOLOGY PROGRAM										72900000
TELECOMMUNICATIONS SVCS										72900100
GOV OPERATIONS/SUPPORT										16
INFORMATION TECHNOLOGY										1603.00.00.00
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - DEDUCT										36260C0

simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

The Return on Investment (ROI) is both cost savings and cost avoidance. The recurring budget related to email costs will be reduced by (\$12,500) in fiscal year 2015-2016 and by (\$7,500) in fiscal year 2016-2017. This is a total reduction of (\$20,000) annually, which will pay for the one time initial investment of \$114,400 in just over five years from a prospective of a recurring reduction of (\$20,000). Projections provided by the State Data Center (Southwood Shared Resource Center) reflect the annual email services through Data Center could increase by \$70,000 annually because the Department of Management Services will assume a large share of the cost as other Departments migrate off the email service provided by the Data Center. Through cost avoidance the initial investment of \$114,400 could be recovered in less than two years.

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE:

If not funded, the impact includes, but is not limited to: State data center costs will continue to rise, compliance will continue to be arduous (no e-mail encryption, legal hold search across mailboxes, teams sites and recorded meetings), communications and conferencing will continue to require travel, protection of agency data in e-mail will continue to have no programmatic policies or protection tools, IT overhead will continue to be high, aged and legacy server-based platforms and software will continue, and failover/disaster recovery services for e-mail will continue to be absent.

COST CALCULATIONS:

The calculations demonstrated below provide the means to have sufficient budget authority to enable the migration of e-mail services from the State Data Center to Office 365:

	Fiscal Year 2015-2016	Nonrecurring 2015-2016	Annualization 2015-2016
State Data Center AST (Multiple Programs)	(\$150,756)	0	(\$50,252)
Expenses	\$146,656	\$14,400	\$42,752

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER) AGY FIN REQ FY 2015-16 POS	AMOUNT	

MANAGEMENT SRVCS, DEPT OF 72000000
 PGM: TECHNOLOGY PROGRAM 72900000
 TELECOMMUNICATIONS SVCS 72900100
 GOV OPERATIONS/SUPPORT 16
 INFORMATION TECHNOLOGY 1603.00.00.00
 AGENCY-WIDE INFORMATION TECHNOLOGY 3620000
 E-MAIL SERVICE MIGRATION FROM
 SOUTHWOOD SHARED RESOURCE CENTER
 (SSRC) TO OFFICE 365 - DEDUCT 36260C0

(Multiple Programs)

Contracted Services \$106,000 \$100,000 0
 Executive Direction and Administration
 Total: \$101,900 \$114,400 (\$7,500)

Recurring Savings \$101,900 - \$114,400= (\$12,500) + (\$7,500) = (\$20,000)

Amended 2015-16 Narrative after January 30, 2015

The Department of Management Services requests to transfer budget authority of \$124,400 to the Executive Direction and Support Services budget entity (72010100) within the Administrative Trust Fund (2021) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. To fund the migration of email services to Office 365 the Department has identified the below existing budget authority to fund the issue. The originally submitted budget request remains the same with the exception of the below adjustment to provide existing budget authority to fund the issue.

Revised Cost Calculations:

Fiscal Year
 2015-2016
 Add-36250C0
 Executive Direction and Support Services:
 Expenses (040000) \$18,400
 Contacted Services (100777) \$106,000
 (Administrative Trust Fund 2021, FSI 1)

Delete- 36260C0
 Executive Direction and Support Services:
 Mail Services (101089) (\$50,000)
 (Administrative Trust Fund 2021, FSI 1)

Executive Direction and Support Services:

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	POS AMOUNT	AGY AMD REQ FY 2015-16	POS AMOUNT	AGY AMD N/R FY 2015-16	POS AMOUNT	AGY AMD ANZ FY 2015-16	POS AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16	

MANAGEMENT SRVCS, DEPT OF										72000000
PGM: TECHNOLOGY PROGRAM										72900000
TELECOMMUNICATIONS SVCS										72900100
GOV OPERATIONS/SUPPORT										16
INFORMATION TECHNOLOGY										<u>1603.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - DEDUCT										36260C0

Contracted Services (\$30,000)
 (General Revenue 1000, FSI 1)

Departmental Programs:
 Allocated Based On Users (\$44,400)

Issue Total: 0

Summary

The Department of Management Services is requesting to amend the E-Mail Service Migration from Southwood Shared Resource Center (SSRC) To Office 365 issue to fund the issue through existing resources.

TOTAL: INFORMATION TECHNOLOGY										<u>1603.00.00.00</u>
BY FUND TYPE										
TRUST FUNDS.....	7,940-		4,542-					3,398	2000	
	=====		=====		=====		=====	=====		

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY FIN REQ FY 2015-16 POS	AMOUNT	
MANAGEMENT SRVCS, DEPT OF										72000000
PGM: TECHNOLOGY PROGRAM										72900000
WIRELESS SERVICES										72900200
GOV OPERATIONS/SUPPORT										16
INFORMATION TECHNOLOGY										<u>1603.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - ADD										36250C0

The business reasons driving the migration to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in Office 365 not requiring implementation by state data center.

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(1) A narrative description that articulates the business needs(s) driving the agency to propose this type of approach:

A. Office 365:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

B. Regarding Azure platform:

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS
						AMOUNT
						CODES
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: TECHNOLOGY PROGRAM						72900000
WIRELESS SERVICES						72900200
GOV OPERATIONS/SUPPORT						16
INFORMATION TECHNOLOGY						<u>1603.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - ADD						36250C0

(2) A description of the various options that were analyzed:

A. Regarding e-mail service, the options were:

1. E-Mail Service Option 1 - Stay with expensive and feature limited Data Center e-mail service;
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the options analyzed were:

1. Platform Option 1 (State Data Center recommendation)
2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)
3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

(3) A summary of the agency's analysis and evaluation of the various options:

A. Regarding e-mail service, the results of the agency's analysis and evaluation prefer Option 2 for both cost and services rendered.

1. E-Mail Service Option 1: Stay with expensive and feature limited Data Center e-mail service.
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the results of the agency's analysis and evaluation prefer Option 3 for both cost and services rendered.

1. Platform Option 1 (State Data Center recommendation)

- (a) 5 servers for each agency
- (b) 2 DirSync, 2 ADFS, 1 proxy
- (c) \$28,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$112,000 annually for server platforms
- (e) Configuration of platforms and migration of e-mail required contracted services

2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)

COL A12	COL A14	COL A15	COL A16	COL A14-A12	
AGY FIN REQ FY 2015-16	AGY AMD REQ FY 2015-16	AGY AMD N/R FY 2015-16	AGY AMD ANZ FY 2015-16	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
					72000000
					72900000
					72900200
					16
					<u>1603.00.00.00</u>
					3620000
					36250C0

MANAGEMENT SRVCS, DEPT OF
 PGM: TECHNOLOGY PROGRAM
 WIRELESS SERVICES

GOV OPERATIONS/SUPPORT
 INFORMATION TECHNOLOGY

AGENCY-WIDE INFORMATION TECHNOLOGY

E-MAIL SERVICE MIGRATION FROM
 SOUTHWOOD SHARED RESOURCE CENTER
 (SSRC) TO OFFICE 365 - ADD

- (a) 1 server for each agency
- (b) 1 DirSync
- (c) \$6,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$24,000 annually for server platforms.
- (e) Configuration of platforms and migration of e-mail required contracted services

3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

- (a) 4 servers for all agencies desiring to join
- (b) 1 ADFS, 1 DirSync, 1 web app proxy, 1 replica of AD
- (c) \$10,000 annually hosted in Azure
- (d) DMS uniquely serves 4 domains covered under the same platform
- (e) Configuration of platforms and migration of e-mail required contracted services
- (f) Azure cloud-based platform innately provides failover and disaster recovery as part of the service.

WHAT BENEFITS WILL BE OBTAINED BY FUNDING THIS ISSUE:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibly, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

The Return on Investment (ROI) is both cost savings and cost avoidance. The recurring budget related to email costs will be reduced by (\$12,500) in fiscal year 2015-2016 and by (\$7,500) in fiscal year 2016-2017. This is a total reduction of (\$20,000) annually, which will pay for the one time initial investment of \$114,400 in just over five years from a prospective of a recurring reduction of (\$20,000). Projections provided by the State Data Center (Southwood Shared Resource Center) reflect the annual email services through Data Center could increase by \$70,000 annually because the Department of Management Services will assume a large share of the cost as other Departments migrate off the email service provided by the Data Center. Through cost avoidance the initial investment of \$114,400 could be recovered in less than two years.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16 POS	

MANAGEMENT SRVCS, DEPT OF										72000000
PGM: TECHNOLOGY PROGRAM										72900000
WIRELESS SERVICES										72900200
GOV OPERATIONS/SUPPORT										16
INFORMATION TECHNOLOGY										<u>1603.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - ADD										36250C0

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE:

If not funded, the impact includes, but is not limited to: State data center costs will continue to rise, compliance will continue to be arduous (no e-mail encryption, legal hold search across mailboxes, teams sites and recorded meetings), communications and conferencing will continue to require travel, protection of agency data in e-mail will continue to have no programmatic policies or protection tools, IT overhead will continue to be high, aged and legacy server-based platforms and software will continue, and failover/disaster recovery services for e-mail will continue to be absent.

COST CALCULATIONS:

The calculations demonstrated below provide the means to have sufficient budget authority to enable the migration of e-mail services from the State Data Center to Office 365:

	Fiscal Year 2015-2016	Nonrecurring 2015-2016	Annualization 2015-2016
State Data Center AST (Multiple Programs)	(\$150,756)	0	(\$50,252)
Expenses (Multiple Programs)	\$146,656	\$14,400	\$42,752
Contracted Services Executive Direction and Administration	\$106,000	\$100,000	0
Total:	\$101,900	\$114,400	(\$7,500)

Recurring Savings \$101,900 - \$114,400= (\$12,500) + (\$7,500) = (\$20,000)

Amended 2015-16 Narrative after January 30, 2015

The Department of Management Services requests to transfer budget authority of \$124,400 to the Executive Direction and Support Services budget entity (72010100) within the Administrative Trust Fund (2021) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. To fund the migration of email services to Office 365 the Department has identified the below existing budget authority to fund the issue. The originally submitted budget request remains the same with the exception of the below adjustment to provide existing budget authority to fund the issue.

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
					AGY AMD REQ	
					FY 2015-16	
					OVER(UNDER)	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY FIN REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	POS
						AMOUNT
						CODES
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: TECHNOLOGY PROGRAM						72900000
WIRELESS SERVICES						72900200
GOV OPERATIONS/SUPPORT						16
INFORMATION TECHNOLOGY						<u>1603.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - ADD						36250C0

Revised Cost Calculations:

Fiscal Year
 2015-2016

Add-36250C0

Executive Direction and Support Services:
 Expenses (040000) \$18,400
 Contacted Services (100777) \$106,000
 (Administrative Trust Fund 2021, FSI 1)

Delete- 36260C0

Executive Direction and Support Services:
 Mail Services (101089) (\$50,000)
 (Administrative Trust Fund 2021, FSI 1)

Executive Direction and Support Services:
 Contracted Services (\$30,000)
 (General Revenue 1000, FSI 1)

Departmental Programs:
 Allocated Based On Users (\$44,400)

Issue Total: 0

Summary

The Department of Management Services is requesting to amend the E-Mail Service Migration from Southwood Shared Resource Center (SSRC) To Office 365 issue to fund the issue through existing resources.

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY AMD REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
						CODES
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: TECHNOLOGY PROGRAM						72900000
WIRELESS SERVICES						72900200
GOV OPERATIONS/SUPPORT						16
INFORMATION TECHNOLOGY						1603.00.00.00
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0
EXPENSES						040000
LAW ENFORCEMENT RADIO TF -STATE			710-		710-	2432 1
DATA PROCESSING SERVICES						210000
STATE DATA CENTER - AST						210001
LAW ENFORCEMENT RADIO TF -STATE		248-			248	2432 1
TOTAL: E-MAIL SERVICE MIGRATION FROM						36260C0
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						
TOTAL ISSUE.....		248-	710-		462-	

AGENCY ISSUE NARRATIVE:

2015-2016 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

ISSUE TITLE: E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - DEDUCT

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

#25 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT MANAGEMENT SERVICES LONG RANGE PROGRAM PLAN:

The Department of Management Services (DMS) provides shared services to state agencies and local governments allowing them to focus on their core mission. Our goal is to provide excellence in product and service delivery. GOAL #12: To deliver and promote the development of high quality, innovative, cost efficient technology services, and in so doing provide support to state agencies and other eligible users in achieving their missions and goals.

SUMMARY:

The Department of Management Services requests a nonrecurring increase of \$100,000 in the Contracted Services category (100777) and \$14,400 in the Expenses category (040000) in the Administrative Trust Fund (2021) within the Executive Direction and Administration budget entity (72010100) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. The migration includes a projected recurring annual savings of \$20,000.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	POS	AGY AMD REQ FY 2015-16	POS	AGY AMD N/R FY 2015-16	POS	AGY AMD ANZ FY 2015-16	POS	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16	
AMOUNT		AMOUNT		AMOUNT		AMOUNT		AMOUNT	AMOUNT	

MANAGEMENT SRVCS, DEPT OF										72000000
PGM: TECHNOLOGY PROGRAM										72900000
WIRELESS SERVICES										72900200
GOV OPERATIONS/SUPPORT										16
INFORMATION TECHNOLOGY										1603.00.00.00
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - DEDUCT										36260C0

PROBLEM STATEMENT:

The Department currently procures e-mail services from the Southwood Shared Resource Center (SSRC), which is projected to increase in cost. The current e-mail services provided by the SSRC: do not provide tools for security, has minimal tools for compliance, provides minimal tools to simplify conference communications, provides no tools to protect agency data, are supported on aged platforms and software, have limited failover and disaster recovery services.

GENERAL INFORMATION:

This request demonstrates a funding request that proposes Software as a Server (SaaS) both for the Office 365 product and for the platform that connects DMS to Office 365. There are multiple domains that must join the Office 365 service. There are 4 total domains sharing Microsoft Enterprise Agreement services, 2 of which are entities reporting administratively to DMS.

The business reasons driving the migration to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in Office 365 not requiring implementation by state data center.

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(1) A narrative description that articulates the business needs(s) driving the agency to propose this type of approach:

A. Office 365:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibility, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	POS AMOUNT	AGY AMD REQ FY 2015-16	POS AMOUNT	AGY AMD N/R FY 2015-16	POS AMOUNT	AGY AMD ANZ FY 2015-16	POS AMOUNT	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16	

MANAGEMENT SRVCS, DEPT OF										72000000
PGM: TECHNOLOGY PROGRAM										72900000
WIRELESS SERVICES										72900200
GOV OPERATIONS/SUPPORT										16
INFORMATION TECHNOLOGY										<u>1603.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM SOUTHWOOD SHARED RESOURCE CENTER (SSRC) TO OFFICE 365 - DEDUCT										36260C0

reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring implementation by state data center.

B. Regarding Azure platform:

Azure cloud-based platform innately provides failover and disaster recovery as part of the service, thus protecting business units from work interruptions due to platform failures. Moreover, as demonstrated in (3) below, costs are significantly lower than the other 2 platform options.

(2) A description of the various options that were analyzed:

A. Regarding e-mail service, the options were:

1. E-Mail Service Option 1 - Stay with expensive and feature limited Data Center e-mail service;
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the options analyzed were:

1. Platform Option 1 (State Data Center recommendation)
2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)
3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

(3) A summary of the agency's analysis and evaluation of the various options:

A. Regarding e-mail service, the results of the agency's analysis and evaluation prefer Option 2 for both cost and services rendered.

1. E-Mail Service Option 1: Stay with expensive and feature limited Data Center e-mail service.
2. E-Mail Service Option 2 Migrate to Office 365

B. Regarding platform options to facilitate communication to Office 365, the results of the agency's analysis and evaluation prefer Option 3 for both cost and services rendered.

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 POS	AMOUNT	AGY AMD N/R FY 2015-16 POS	AMOUNT	AGY AMD ANZ FY 2015-16 POS	AMOUNT	AGY AMD REQ FY 2015-16 OVER(Under) AGY FIN REQ FY 2015-16 POS	AMOUNT	

MANAGEMENT SRVCS, DEPT OF										72000000
PGM: TECHNOLOGY PROGRAM										72900000
WIRELESS SERVICES										72900200
GOV OPERATIONS/SUPPORT										16
INFORMATION TECHNOLOGY										<u>1603.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - DEDUCT										36260C0

1. Platform Option 1 (State Data Center recommendation)

- (a) 5 servers for each agency
- (b) 2 DirSync, 2 ADFS, 1 proxy
- (c) \$28,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$112,000 annually for server platforms
- (e) Configuration of platforms and migration of e-mail required contracted services

2. Platform Option 2 (Agency for Persons with Disability approach using State Data Center)

- (a) 1 server for each agency
- (b) 1 DirSync
- (c) \$6,000 annually hosted in State Data Center
- (d) DMS uniquely serves 4 domains, hence a potential of \$24,000 annually for server platforms.
- (e) Configuration of platforms and migration of e-mail required contracted services

3. Platform Option 3 (Azure platform as recommended by Microsoft certified vendor)

- (a) 4 servers for all agencies desiring to join
- (b) 1 ADFS, 1 DirSync, 1 web app proxy, 1 replica of AD
- (c) \$10,000 annually hosted in Azure
- (d) DMS uniquely serves 4 domains covered under the same platform
- (e) Configuration of platforms and migration of e-mail required contracted services
- (f) Azure cloud-based platform innately provides failover and disaster recovery as part of the service.

WHAT BENEFITS WILL BE OBTAINED BY FUNDING THIS ISSUE:

The business reasons driving the move to Office 365 include, but are not limited to, the ability to remotely and securely authenticate to DMS Office 365 and SharePoint from up to 5 devices leveraging work force productivity flexibly, simplified security and compliance (encryption, archival, legal hold search across mailboxes, team sites, and recorded meetings), simplified communications requiring no travel (audio/video/tele-conferencing through Lync service), simplified protection of agency data (built-in data loss prevention policies and policy user education within e-mail), significant reduction in IT overhead (eliminates local agency permission issues caused by flawed data center approach to enterprise shared services), eliminates the propensity of aged or legacy server-based platforms and software (cloud-based platform supports up-to-date Office Suite Pro), and failover/disaster recovery services are innate in O365 not requiring

COL A12		COL A14		COL A15		COL A16		COL A14-A12		CODES
AGY FIN REQ FY 2015-16	POS	AGY AMD REQ FY 2015-16	POS	AGY AMD N/R FY 2015-16	POS	AGY AMD ANZ FY 2015-16	POS	AGY AMD REQ FY 2015-16 OVER(UNDER)	AGY FIN REQ FY 2015-16	
AMOUNT		AMOUNT		AMOUNT		AMOUNT		AMOUNT	AMOUNT	

MANAGEMENT SRVCS, DEPT OF										72000000
PGM: TECHNOLOGY PROGRAM										72900000
WIRELESS SERVICES										72900200
GOV OPERATIONS/SUPPORT										16
INFORMATION TECHNOLOGY										1603.00.00.00
AGENCY-WIDE INFORMATION TECHNOLOGY										3620000
E-MAIL SERVICE MIGRATION FROM										
SOUTHWOOD SHARED RESOURCE CENTER										
(SSRC) TO OFFICE 365 - DEDUCT										36260C0

implementation by state data center.

The Return on Investment (ROI) is both cost savings and cost avoidance. The recurring budget related to email costs will be reduced by (\$12,500) in fiscal year 2015-2016 and by (\$7,500) in fiscal year 2016-2017. This is a total reduction of (\$20,000) annually, which will pay for the one time initial investment of \$114,400 in just over five years from a prospective of a recurring reduction of (\$20,000). Projections provided by the State Data Center (Southwood Shared Resource Center) reflect the annual email services through Data Center could increase by \$70,000 annually because the Department of Management Services will assume a large share of the cost as other Departments migrate off the email service provided by the Data Center. Through cost avoidance the initial investment of \$114,400 could be recovered in less than two years.

WHAT IS THE IMPACT OF NOT FUNDING THIS ISSUE:

If not funded, the impact includes, but is not limited to: State data center costs will continue to rise, compliance will continue to be arduous (no e-mail encryption, legal hold search across mailboxes, teams sites and recorded meetings), communications and conferencing will continue to require travel, protection of agency data in e-mail will continue to have no programmatic policies or protection tools, IT overhead will continue to be high, aged and legacy server-based platforms and software will continue, and failover/disaster recovery services for e-mail will continue to be absent.

COST CALCULATIONS:

The calculations demonstrated below provide the means to have sufficient budget authority to enable the migration of e-mail services from the State Data Center to Office 365:

	Fiscal Year 2015-2016	Nonrecurring 2015-2016	Annualization 2015-2016
State Data Center AST (Multiple Programs)	(\$150,756)	0	(\$50,252)
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Total:	\$101,900	\$114,400	(\$7,500)

	COL A12	COL A14	COL A15	COL A16	COL A14-A12	
	AGY FIN REQ	AGY AMD REQ	AGY AMD N/R	AGY AMD ANZ	AGY AMD REQ	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT
						CODES
MANAGEMENT SRVCS, DEPT OF						72000000
PGM: TECHNOLOGY PROGRAM						72900000
WIRELESS SERVICES						72900200
GOV OPERATIONS/SUPPORT						16
INFORMATION TECHNOLOGY						<u>1603.00.00.00</u>
AGENCY-WIDE INFORMATION TECHNOLOGY						3620000
E-MAIL SERVICE MIGRATION FROM						
SOUTHWOOD SHARED RESOURCE CENTER						
(SSRC) TO OFFICE 365 - DEDUCT						36260C0

Recurring Savings \$101,900 - \$114,400= (\$12,500) + (\$7,500) = (\$20,000)

Amended 2015-16 Narrative after January 30, 2015

The Department of Management Services requests to transfer budget authority of \$124,400 to the Executive Direction and Support Services budget entity (72010100) within the Administrative Trust Fund (2021) to migrate the Department's e-mail from the Southwood Shared Resource Center to Office 365. To fund the migration of email services to Office 365 the Department has identified the below existing budget authority to fund the issue. The originally submitted budget request remains the same with the exception of the below adjustment to provide existing budget authority to fund the issue.

Revised Cost Calculations:

	Fiscal Year
	2015-2016
Add-36250C0	
Executive Direction and Support Services:	
Expenses (040000)	\$18,400
Contacted Services (100777)	\$106,000
(Administrative Trust Fund 2021, FSI 1)	
Delete- 36260C0	
Executive Direction and Support Services:	
Mail Services (101089)	(\$50,000)
(Administrative Trust Fund 2021, FSI 1)	
Executive Direction and Support Services:	
Contracted Services	(\$30,000)
(General Revenue 1000, FSI 1)	
Departmental Programs:	
Allocated Based On Users	(\$44,400)

