ARIZONA
DEPARTMENT OF ADMINISTRATION
TECHNOLOGY

Project Investment Justification

Mobile Livescan Hardware replacement

PS25003

Department of Public Safety

Contents

1. GENERAL INFORMATION

PIJ ID: PS25003
PIJ Name: Mobile Livescan Hardware replacement
Account: Department of Public Safety
Business Unit Requesting: AZDPS Biometrics Technology Section
Sponsor: Georgia Gildersleeve-DiRienzo
Sponsor Title: Acting Administrative Service Manager
Sponsor Email: ggildersleevedirienzo@azdps.gov
Sponsor Phone: (602) 223-2456

2. MEETING PRE-WORK

2.1 What is the operational issue or business need that the Agency is trying to solve? (i.e....current process is manual, which increases resource time/costs to the State/Agency, and leads to errors…):

The Arizona Department of Public Safety (AZDPS) must purchase Mobile Livescans (Tablets) for use by AZDPS Troopers in the field and large stationary Cabinet Livescans, used in physical booking locations, to refresh end-of-life hardware.

2.2 How will solving this issue or addressing this need benefit the State or the Agency?

This purchase will allow AZDPS Troopers to continue to use mobile livescans in various locations throughout the state. This will save taxpayers money in fuel costs, wear and tear on vehicles, aid Troopers in the field with quick identifications and will enhance Trooper Safety. In addition, this will free up booking areas throughout the state and reduce wait times for troopers when booking, which will free the trooper up to respond to other calls for service. The purchase of the Cabinet livescans will ensure the antiquated equipment is refreshed and usable to continue bookings that must be done in physical booking locations. Because both types of livescans are end of life, this purchase will ensure all devices remain covered under the maintenance agreement.

2.3 Describe the proposed solution to this business need.

AZDPS is purchasing 91 Dataworks Mobile Livescans (Tablets) and 10 Cabinet Dataworks Livescans.

2.4 Has the existing technology environment, into which the proposed solution will be implemented, been documented?

Yes

2.4a Please describe the existing technology environment into which the proposed solution will be implemented.

2.5 Have the business requirements been gathered, along with any technology requirements that have been identified?

Yes

2.5a Please explain below why the requirements are not available.

3. PRE-PIJ/ASSESSMENT

3.1 Are you submitting this as a Pre-PIJ in order to issue a Request for Proposal (RFP) to evaluate options and select a solution that meets the project requirements?

No

3.1a Is the final Statement of Work (SOW) for the RFP available for review?

3.2 Will you be completing an assessment/Pilot/RFP phase, i.e. an evaluation by a vendor, 3rd party or your agency, of the current state, needs, & desired future state, in order to determine the cost, effort, approach and/or feasibility of a project?

No

3.2a Describe the reason for completing the assessment/pilot/RFP and the expected deliverables.

3.2b Provide the estimated cost, if any, to conduct the assessment phase and/or Pilot and/or RFP/solicitation process.

3.2e Based on research to date, provide a high-level cost estimate to implement the final solution.

4. PROJECT

4.1 Does your agency have a formal project methodology in place?

Yes

4.2 Describe the high level makeup and roles/responsibilities of the Agency, Vendor(s) and other third parties (i.e. agency will do...vendor will do...third party will do).

Please note: There is no development required for this hardware purchase. There is no Scope of Work required due to the fact that this is a hardware purchase only. While one quote, attached, indicates there is installation and training, the installation is only unboxing of the tablets and the vendor will have someone on standby to answer questions while the AZDPS staff hands the tablets to each Trooper as they come into the office to pick-up the device. There is installation of the Cabinet Livescans which will be performed by the vendor. There is no required training on the Cabinet Livescans.

4.3 PM Name

Michele Johnson

4.3 PM Email

mjohnson@azdps.gov

4.4 Is the proposed procurement the result of an RFP solicitation process?

No

4.5 Is this project referenced in your agency's Strategic IT Plan?

No

5. SCHEDULE

5.1 Is a project plan available that reflects the estimated Start Date and End Date of the project, and the supporting Milestones of the project?

No

5.2 Provide an estimated start and finish date for implementing the proposed solution.

Est. Implementation Start Date	Est. Implementation End Date
8/23/2024 12:00:00 AM	12/20/2024 12:00:00 AM

5.3 How were the start and end dates determined?

Other

5.3a List the expected high level project tasks/milestones of the project, e.g., acquire new web server, develop software interfaces, deploy new application, production go live, and estimate start/finish dates for each, if known.

Milestone / Task	Estimated Start Date	Estimated Finish Date
Order Livescans	08/23/24	08/23/24
Receive Livescans	10/30/24	10/30/24
Distribute Mobile Livescans (Tablets)	11/01/24	12/06/24
Install Cabinet Livescans in books locations	11/01/24	12/06/24
Final Payment	12/06/24	12/06/24
Project Close	12/20/24	12/20/24
Lessons Learned and Project Documentation	12/20/24	12/27/24

5.4 Have steps needed to roll-out to all impacted parties been incorporated, e.g. communications, planned outages, deployment plan?

Yes

5.5 Will any physical infrastructure improvements be required prior to the implementation of the proposed solution. e.g., building reconstruction, cabling, etc.?

No

5.5a Does the PIJ include the facilities costs associated with construction?

5.5b Does the project plan reflect the timeline associated with completing the construction?

6. IMPACT

6.1 Are there any known resource availability conflicts that could impact the project?

No

6.1a Have the identified conflicts been taken into account in the project plan?

6.2 Does your schedule have dependencies on any other projects or procurements?

No

6.2a Please identify the projects or procurements.

6.3 Will the implementation involve major end user view or functionality changes?

No

6.4 Will the proposed solution result in a change to a public-facing application or system?

No

7. BUDGET

7.1 Is a detailed project budget reflecting all of the up-front/startup costs to implement the project available, e.g, hardware, initial software licenses, training, taxes, P&OS, etc.?

No

7.2 Have the ongoing support costs for sustaining the proposed solution over a 5-year lifecycle, once the project is complete, been determined, e.g., ongoing vendor hosting costs, annual maintenance and support not acquired upfront, etc.?

Yes

7.3 Have all required funding sources for the project and ongoing support costs been identified?

Yes

7.4 Will the funding for this project expire on a specific date, regardless of project timelines?

Yes

7.5 Will the funding allocated for this project include any contingency, in the event of cost over-runs or potential changes in scope?

No

8. TECHNOLOGY

8.1 Please indicate whether a statewide enterprise solution will be used or select the primary reason for not choosing an enterprise solution.

There is not a statewide enterprise solution available

8.2 Will the technology and all required services be acquired off existing State contract(s)?

Yes

8.3 Will any software be acquired through the current State value-added reseller contract?

No

8.3a Describe how the software was selected below:

8.4 Does the project involve technology that is new and/or unfamiliar to your agency, e.g., software tool never used before, virtualized server environment?

No

8.5 Does your agency have experience with the vendor (if known)?

Yes

8.6 Does the vendor (if known) have professional experience with similar projects?

Yes

8.7 Does the project involve any coordination across multiple vendors?

No

8.8 Does this project require multiple system interfaces, e.g., APIs, data exchange with other external application systems/agencies or other internal systems/divisions?

No

8.9 Have any compatibility issues been identified between the proposed solution and the existing environment, e.g., upgrade to server needed before new COTS solution can be installed?

No

8.9a Describe below the issues that were identified and how they have been/will be resolved, or whether an ADOA-ASET representative should contact you.

8.10 Will a migration/conversion step be required, i.e., data extract, transformation and load?

No

8.11 Is this replacing an existing solution?

No

8.11a Indicate below when the solution being replaced was originally acquired.

8.11b Describe the planned disposition of the existing technology below, e.g., surplused, retired, used as backup, used for another purpose:

8.12 Describe how the agency determined the quantities reflected in the PIJ, e.g., number of hours of P&OS, disk capacity required, number of licenses, etc. for the proposed solution?

Number of livescans needed was determined by the number of end-of-live devices that need to be replaced.

POS hours was determined by the vendor and rollout schedule set by business unit.

8.13 Does the proposed solution and associated costs reflect any assumptions regarding projected growth, e.g., more users over time, increases in the amount of data to be stored over 5 years?

No

8.14 Does the proposed solution and associated costs include failover and disaster recovery contingencies?

No

8.14a Please select why failover and disaster recovery is not included in the proposed solution.

Not needed

8.15 Will the vendor need to configure the proposed solution for use by your agency?

Yes

8.15a Are the costs associated with that configuration included in the PIJ financials?

Yes

8.16 Will any app dev or customization of the proposed solution be required for the agency to use the project in the current/planned tech environment, e.g. a COTS app that will req custom programming, an agency app that will be entirely custom developed?

No

8.16a Will the customizations inhibit the ability to implement regular product updates, or to move to future versions?

8.16b Describe who will be customizing the solution below:

8.16c Do the resources that will be customizing the application have experience with the technology platform being used, e.g., .NET, Java, Drupal?

8.16d Please select the application development methodology that will be used:

8.16e Provide an estimate of the amount of customized development required, e.g., 25% for a COTS application, 100% for pure custom development, and describe how that estimate was determined below:

8.16f Are any/all Professional & Outside Services costs associated with the customized development included in the PIJ financials?

8.17 Have you determined that this project is in compliance with all applicable statutes, regulations, policies, standards & procedures, incl. those for network, security, platform, software/application &/or data/info found at aset.az.gov/resources/psp?
Yes

8.17a Describe below the compliance issues that were identified and how they have been/will be resolved, or whether an ADOA-ASET representative should contact you:

8.18 Are there other high risk project issues that have not been identified as part of this PIJ?
No

8.18a Please explain all unidentified high risk project issues below:

9. SECURITY

9.1 Will the proposed solution be vendor-hosted?
No

9.1a Please select from the following vendor-hosted options:

9.1b Describe the rationale for selecting the vendor-hosted option below:

9.1c Has the agency been able to confirm the long-term viability of the vendor hosted environment?

9.1d Has the agency addressed contract termination contingencies, e.g., solution ownership, data ownership, application portability, migration plans upon contract/support termination?

9.1e Has a Conceptual Design/Network Diagram been provided and reviewed by ASET-SPR?

9.1f Has the spreadsheet located at https://aset.az.gov/arizona-baseline-security-controls-excel already been completed by the vendor and approved by ASET-SPR?

9.2 Will the proposed solution be hosted on-premise in a state agency?

Yes

9.2a Where will the on-premise solution be located:

Other

9.2b Were vendor-hosted options available and reviewed?

No

9.2c Describe the rationale for selecting an on-premise option below:

This is a hardware refresh of Tablet Mobile Livescans and Cabinet Livescan hardware only. The mobile livescans will be with the Trooper in his/her vehicle for use while in the field. Cabinet Livescans will be replaced at Physical booking locations throughout the state.

9.2d Will any data be transmitted into or out of the agency's on-premise environment or the State Data Center?

No

9.3 Will any PII, PHI, CGIS, or other Protected Information as defined in the 8110 Statewide Data Classification Policy be transmitted, stored, or processed with this project?

Yes

9.3a Describe below what security infrastructure/controls are/will be put in place to safeguard this data:

This is a hardware refresh only.   All security infrastructure/controls have already been vetted during the latest AZDPS ABIS Project which has been closed.

10. AREAS OF IMPACT

Application Systems

Database Systems

Software

Hardware

Other

Livescans

Hosted Solution (Cloud Implementation)

Security

Telecommunications

Enterprise Solutions

Contract Services/Procurements

11. FINANCIALS

Description	PIJ Category	Cost Type	Fiscal Year Spend	Quantity	Unit Cost	Extended Cost	Tax Rate	Tax	Total Cost
91 Tablet Mobile Livescans	Hardware	Development	1	91	$10,250	$932,750	860.00%	$80,217	$1,012,967
10 Cabinet Livescans	Hardware	Development	1	10	$34,403	$344,033	860.00%	$29,587	$373,620

Base Budget (Available)	Base Budget (To Be Req)	Base Budget % of Project
$167,694	$0	12%
APF (Available)	APF (To Be Req)	APF % of Project
$0	$0	0%
Other Appropriated (Available)	Other Appropriated (To Be Req)	Other Appropriated % of Project
$0	$0	0%
Federal (Available)	Federal (To Be Req)	Federal % of Project
$1,218,892	$0	88%
Other Non-Appropriated (Available)	Other Non-Appropriated (To Be Req)	Other Non-Appropriated % of Project
$0	$0	0%

Total Budget Available	Total Development Cost
$1,386,586	$1,386,586
Total Budget To Be Req	Total Operational Cost
$0	$0
Total Budget	Total Cost
$1,386,586	$1,386,586

12. PROJECT SUCCESS

Please specify what performance indicator(s) will be referenced in determining the success of the proposed project (e.g. increased productivity, improved customer service, etc.)? (A minimum of one performance indicator must be specified)

Please provide the performance objective as a quantifiable metric for each performance indicator specified.
Note: The performance objective should provide the current performance level, the performance goal, and the time period within which that performance goal is intended to be achieved. You should have an auditable means to measure and take corrective action to address any deviations.
Example: Within 6 months of project completion, the agency would hope to increase "Neighborhood

Beautification" program registration by 20% (3,986 registrants) from the current registration count of 19,930 active participants.

Performance Indicators

Purchase and 100% deployment of new mobile and cabinet Livescans.

13. CONDITIONS

Conditions for Approval

Should development costs exceed the approved estimates by 10% or more, or should there be significant changes to the proposed technology scope of work or implementation schedule, the Agency must amend the PIJ to reflect the changes and submit it to ADOA-ASET, and ITAC if required, for review and approval prior to further expenditure of funds.

Monthly reporting on the project status is due to ADOA-ASET no later than the 15th of the month following the start of the project. Failure to comply with timely project status reporting will affect the overall project health. The first status report for this project is due on October 15, 2024 .

14. OVERSIGHT SUMMARY

Project Background

The Department of Public Safety (DPS) provides public safety to the state of Arizona. The department has added many responsibilities and evolved into a renowned, multi-faceted organization dedicated to providing law enforcement services to the public while developing and maintaining close partnerships with other local, county, state, federal and tribal agencies.

Acquiring Mobile Livescans (Tablets) for use by AZDPS Troopers in the field and large stationary Cabinet Livescans, used in physical booking locations, to refresh end-of-life hardware.

Business Justification

This will save fuel costs, wear and tear on vehicles. These devices aid Troopers in the field with quick identifications and will enhance Trooper Safety. In addition, this will free up booking areas throughout the state and reduce wait times for troopers when booking, which will free the trooper up to respond to other calls for service. The purchase of the Cabinet livescans will ensure the antiquated equipment is refreshed and usable to continue bookings that must be done in physical booking locations. Because both types of livescans are end of life, this purchase will ensure all devices remain covered under the maintenance agreement.

Implementation Plan

Current hosting solution is On-prem, No AZRAMP or System Security Plan needed.

Project Manager: Michele Johnson

Agency Responsibilities:
Receive and disburse devices

Vendor Responsibilities:
Deliver

Installation and Training

Vendor Selection

There are three vendors that are on state contract that can provide the needed configuration to meet the AZ requirements. AZDPS selected Dataworks due to the higher quality of the devices.

Budget or Funding Considerations

The project is funded through 88% Federal and 12% Base budget.

15. PIJ REVIEW CHECKLIST

Agency Project Sponsor

Georgia Gildersleeve-DiRienzio

Agency CIO (or Designee)

Lockley Gentes

Agency ISO (or designee)

Kerilee Baehre

OSPB Representative

ASET Engagement Manager

ASET SPR Representative

Chris Reynolds

Agency SPO Representative

Agency CFO

Phil Case