

# SFD IT Modernization

ADOA – School Facilities Division  
(SFD)

Project Investment Justification (PIJ)

Date of ITAC : 19th February 2025

Project #AS25003

**ARIZONA**

**DEPARTMENT OF ADMINISTRATION, SCHOOL FACILITIES DIVISION**

School Facilities Division - Vision

*Quality School Facilities, The Standard in Arizona*

School Facilities Division - Mission

*Create and improve learning spaces for Arizona's future*



# Team Introduction

## Roles Present at ITAC

- John Penczar - Chief Information Officer (SFD)
- Callie Tyler - Assistant Director (SFD)
- Rebecca Perrera - Deputy Assistant Director - Project Sponsor (SFD)
- Vedang Thakur - Project Manager (ASET-SFD)
- Debora Norris - Policy Specialist and Federal Program Manager (SFD)
- Shawn Masel - Training & Technology Manager (SFD)
- Colin Warren, Malavika Jayasimha, Devolis Newburn - AST Team

# Project Introduction

## Stated Operational/Business Issue

- SFD's 20-year-old "District Access" system struggles to support growing operations and data for 125+ million sq. ft. of school facilities.
- Need to align with state initiatives, including enhanced security through a SaaS solution.
- Outdated system prohibits scalability for future business needs.

## Benefit to the State Agency and Constituents

- **Unified Platform:** By augmenting the existing Salesforce app for the Building Renewal Grant (BRG) solution, we'll create a one-stop shop for SFD staff and stakeholders.
- **Enhanced Features:** Increased transparency, efficiency, and better prioritization/resource allocation by using integral Salesforce functionality such as Dashboards and end-user reporting capability.
- **Data Migration:** Smooth transition from legacy system to Salesforce for improved data management and reliability.

# Proposed Solution

## Overview of Proposed Solution

**Objective:** Modernize and enhance the existing system by integrating current and new functionalities into the existing AZ School Facilities Portal.

**Outcome:** A unified “one-stop-shop” for stakeholders (SFD staff & school district representatives) to manage, view, and analyze all of the state’s School Facilities Division’s Programs.

### **Key Functionalities:**

- Facilities Condition Index & Five-Year Minimum Adequacy Guidelines (MAG) Assessment
- New School Construction, Preventative Maintenance, Adjacent Ways, and Annual District Reporting
- Enhanced data-driven decision-making for school facility maintenance and policy support

# Proposed solution

## Due Diligence and Method of Procurement

- A task order was issued through the state approved Value Added Resellers (SHI:ADSP018-196282, Carahsoft:CTR046098 and Cherryroad:CTR053108) to solicit vendor responses.
- Vendors provided quotes in response to the task order.
- 3 quotes were reviewed based on how well it met project requirements.
- AST's quote best fit the project requirements and was selected.
- Selection process ensured alignment with project needs and budget.
- Seven SFD staff members participated in the vendor selection.

## Technology

- We are already using Salesforce as a statewide enterprise solution. This project aims to build on the existing system to better support business and add value.
- The existing licenses consisting of 17 Salesforce licenses and 450 Community Plus / Experience will be sufficient to support the new functionality introduced as a result of this project.

# Project Responsibilities

## Identify Proposed Solutions Responsibilities

### Agency

- SFD Resource Allocation
- Project Communication with Stakeholders
- Create UAT Test Scripts
- User Acceptance Testing

### Shared

- Project Planning
- Project Management
- Issues Resolution Management
- Scope Control
- Data Migration

### Vendor/Contractor

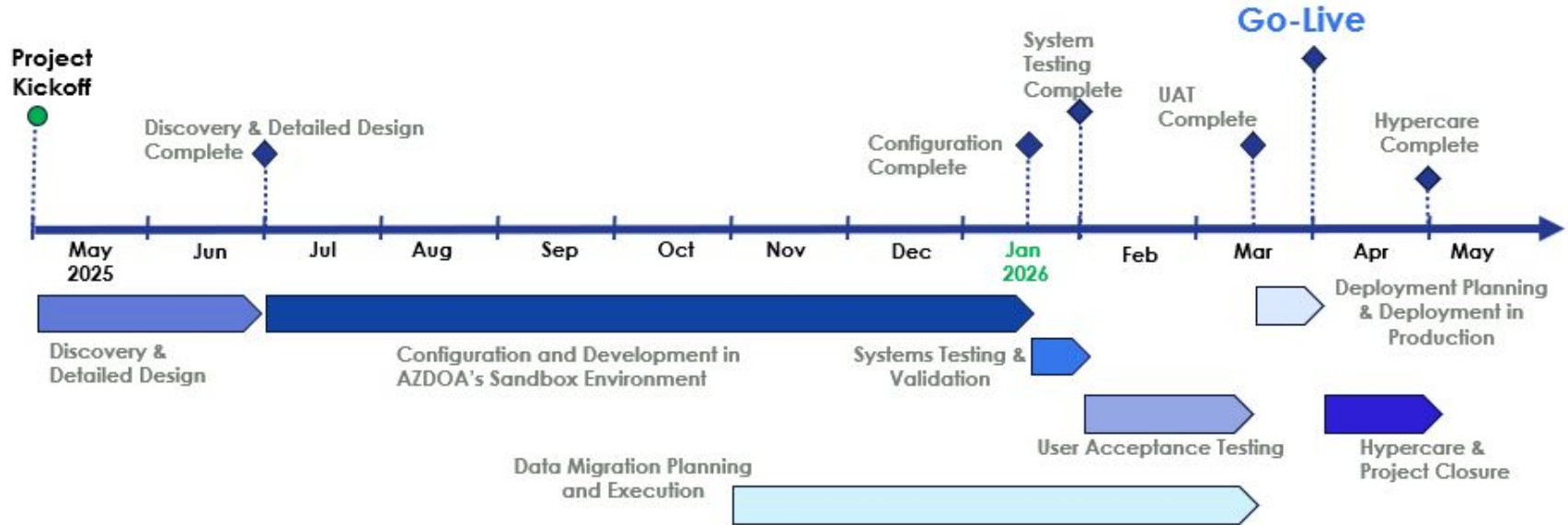
- Instance Planning and Deployment
- Requirements Validation
- Solution Design System Configuration
- Consulting Resource Allocation
- Create System Test Plans
- Unit and QA Testing
- System Testing
- Issue Resolution
- Create Training Material (Train-the-Trainer)
- Deliver Train-The-Trainer Sessions
- Set Up New Users
- Coordinate with Salesforce for any Service Requests



# Proposed Project Timeline

## AZDOA School Facilities Division – 12-Month Project Timeline

*Actual Dates may change based on signature date, clarification of requirements, and staff availability*



# Project Costs

\*All Project funds are allocated from the Federal SASI Grant budget

Project Costs by Category	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Professional & Outside Services (Contractors)	\$470,288.00	\$873,392.00	\$0.00	\$0.00	\$0.00	\$1,343,680.00
Software	\$19,548.00	\$19,548.00	\$0.00	\$0.00	\$0.00	\$39,096.00
Other Operational Expenditure	\$0.00	\$0.00	\$112,896.00	\$0.00	\$0.00	\$112,896.00
License & Maintenance Fees	\$28,324.18	\$56,574.21	\$0.00*	\$0.00*	\$0.00*	\$84,898.39
<b>Total Development</b>	<b>\$518,160.18</b>	<b>\$949,514.21</b>				<b>\$1,467,674.39</b>
<b>Total Operational</b>			<b>\$112,896.00</b>	<b>\$0.00*</b>	<b>\$0.00*</b>	<b>\$112,896.00</b>



# What Success Looks Like

## Measures of Success

- a. The new software is expected to increase the responsiveness of school districts to the statutorily required annual reporting items by 10% in the first year of production of the new system. With the current tool, on - time reporting stands at 24% & late at 76%.  
The increase will be due to the ability of the modern system to automate communications with school district stakeholders at every level of the need for submission.
- b. The modern infrastructure will provide security and maintainability that is not natively available in the current system.

## ADOA-ASET Conditions

- a. 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.
- b. 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 June 15, 2025.
- c. Prior to system production environment launch or go live, the Agency must work with the Department of Administration (ADOA) and Department of Homeland Security (AZDOHS) Cyber Command, to assure the System Security Plan document is completed and approved by Cyber Command in order to ensure that the selected solution will provide an appropriate level of protection for State data.

# ITAC Voting Options

## What ITAC May Consider In Review Whether:

- a. The proposed solution addresses the stated problem or situation;
- b. The budget unit is competent to carry out the project successfully;
- c. Sufficient sponsorship and support by budget unit leadership exists;
- d. Cost estimates provided are accurate;
- e. The proposed project aligns with the budget unit's Strategic IT Plan; and
- f. The proposed solution complies with statewide IT standards.

## ITAC Motions:

- a. Move to Approve
- b. Move to Approve with Conditions As Presented
- c. Move to Approve with Conditions
  - i. Committee May Modify or
  - ii. Add Conditions
- d. Move To Deny

Relevant Statutes and Rules

# Q & A Session

# Appendix

# Proposed Project Timeline

2025

2026

