ADOA-ASET

Project Investment Justification

Version 03.31.15

A Statewide Standard Document for Information Technology Projects

---

Project Title:

ADEQ Web Site Redesign

Agency Name:	**Arizona Department of Environmental Quality (ADEQ)**
Date:	**May 27, 2015**
Agency Contact Name:	**Gary A. Heller**
Agency Contact Phone:	
Agency Contact Email:	

Hover for Instructions

I.   Project Investment Justification (PIJ) Type*

[ ] **Yes** [X] **No**   Is this document being provided for a Pre-PIJ / Assessment phase?

If Yes,

Identify any cost to be incurred during the Assessment phase.	$
Based on research done to date, provide a high-level estimate or range of development costs anticipated for the full PIJ.	$

Explain:

Click here to enter text.

[ ] **Yes** [X] **No**   Will a Request for Proposal (RFP) be issued as part of the Pre-PIJ or PIJ?

II.   Business Case

A.   *Business Problem**

ASET is requiring all state agencies to adopt new web site templates and colors. ADEQ needs to redesign their web site to meet this standard. Part of this process includes migrating all current html pages and documents that are online and accessible from the current website to the redesigned web site. A Drupal-based content management system (CMS) needs to be created in order to maintain this new web site.

B.   *Proposed Business Solution**

Hire Eagle Creek to build the content management system. They have experience doing this with other state agencies and are currently under state contract.

C.   *Quantified Benefits**

[X] Service enhancement
[ ] Increased revenue
[ ] Cost reduction
[X] Problem avoidance
[X] Risk avoidance

Explain:

The redesigned web site will allow users to be more interactive with the agency, find information easier, and advance our goal of redesigning for quality and simplicity. By utilizing experienced consultant in Drupal, we are minimizing the risk of not configuring the Drupal (CMS) software correctly for public consumption.

III.   Technology Approach

A.   *Proposed Technology Solution**

Eagle Creek will install and configure Drupal Content Management System (CSM) as they are currently under contract with the State of Arizona and have already completed

several similar projects for other state agencies. The timeframe to complete this task is approximately five months.

B. *Existing Technology Environment*

ADEQ data center shall host this web site and all necessary technology is in place to complete this task. For details, please see attached scope of work.

C. *Selection Process*

Eagle Creek has converted several other state agency web sites so we chose them for this project because of their prior experiences and expertise.

IV. Project Approach

A. *Project Schedule**

Project Start Date: 6/1/2015   **Project End Date**: 12/31/2015

B. *Project Milestones*

Major Milestones	Start Date	Finish Date
Creation of Technical & Content Editing Guide	6/1/15	9/8/15
Pages, Calendar, Search, Site Configuration	6/1/15	9/8/15
Web Forms & Sitemap/Air Quality Form Creation	6/2/15	7/7/15
Theming	6/2/15	6/30/15
API Integration	6/30/15	7/12/15
QA/UA Testing & Go Live	9/1/15	9/29/15
Post Implementation Support	9/30/15	12/1/31

C. *Project Roles and Responsibilities*

Name	Title	Project Role/Responsibility
Kurt Maurer	Communications Director	Project Sponsor
Gary A. Heller	Chief Information Officer	Technical Project Sponsor
Gregory Dyke	Project Manager	Project Manager
Alex Talladen	Graphic Designer	UI Designer
Christine Wilson	Consultant	UI Designer
Eagle Creek	Contract	**CMS Development**

V. Risk Matrix, Areas of Impact, Itemized List, PIJ Financials

VI. Project Approvals

A. Agency CIO/ISO Review and Initials Required*

Key Management Information	Yes	No	Inits
1. Is this project for a mission-critical application system?	X		
2. Is this project referenced in your agency's Strategic IT Plan?	X		
3. Have you reviewed and is this project in compliance with all applicable Statewide policies and standards for network, security, platform, software/application, and/or data/information located at https://aset.az.gov/resources/psp? If **NO**, explain in detail in section **"VIII. Additional Information"** below.	X		
4. Will any PII, PHI, or other Protected Information as defined in the 8110 Statewide Data Classification Policy located at https://aset.az.gov/resources/psp be transmitted, stored, or processed with this project? If **YES, the Protected Data section under "VII. Security Controls" below will need to be completed.**		X	
5. Will this project migrate, transmit, or store data outside of the agency's in-house environment or the State Data Center? If **YES, the Hosted Data section under "VII. Security Controls" below will need to be completed.**		X	
6. Is this project in compliance with the Arizona Revised Statutes and GRRC rules?	X		
7. Is this project in compliance with the Statewide policy regarding the accessibility to equipment and information technology for citizens with disabilities?	X		

B. Project Values*

The following table should be populated with summary information from other sections of the PIJ.

Description	Section	Number or Cost
Assessment Cost (if applicable for Pre-PIJ)	I. PIJ Type - Pre-PIJ Assessment Cost	$
Total Development Cost	V. PIJ Financials tab	$95,300
Total Project Cost	V. PIJ Financials tab	$95,300
FTE Hours	See Hover text for FTE Hours	800

C. Agency Approvals*

Approver	Printed Name	Signature	Email and Phone
Project Manager:	Gregory Dyke		
Agency Information Security Officer:	Dave Crowfoot		
Agency CIO:	Gary A. Heller		
Project Sponsor:	Kurt Maurer		

VII. Security Controls

Collaboration with the ADOA-ASET Security, Privacy and Risk (SPR) team may be needed to complete this section, which is only required for those projects that involve data that is Protected or Hosted outside of the Agency or State Data Center. Additional information can be found in the NIST FRAMEWORK section under RESOURCES at https://aset.az.gov/resources/psp or you may wish to contact ASET-SPR directly at secadm@azdoa.gov for assistance.

A.   Protected Data

Click here to enter text.

B.   Hosted Data

☐   Check here if the https://aset.az.gov/arizona-baseline-security-controls-excel spreadsheet is attached. Otherwise explain below what information/ support is needed to complete the spreadsheet and/or why no sheet is attached:

Click here to enter text.

☐   Check here if a Conceptual Design / Network Diagram is attached. Otherwise explain below what information/support is needed to complete the diagram and/or why no diagram is attached:

Click here to enter text.

VIII.   Additional Information

IX.   Attachments

The following are examples of supporting documents that should be sent as email attachments when required:

A.   *Vendor Quotes*
B.   *Arizona Baseline Security Controls spreadsheet*
C.   *Conceptual Design / Network Diagram*
D.   *Other*

X.   Glossary

Other Links:
ADOA-ASET Website

ADOA-ASET Project Investment Justification Information Templates and Contacts

Email Addresses:
Strategic Oversight

ADOA-ASET_Webmaster@azdoa.gov