

Developmental Disabilities Administration

040 - M2 - DB - COMPUTER LEASES

Agency Submittal: 11-2017-19-YR Agency Req

Budget Period: 2017-19

SUMMARY

Computer equipment and servers used by the Developmental Disabilities Administration (DDA) were outdated and in need of replacement, so they were replaced late last year. DDA requests \$1,454,000 Total Funds (\$870,000 GF-State) to cover ongoing lease costs to cover a Certificate of Participation (COP) for new computers and servers purchased last year for DDA staff use. Funding this request would also allow DDA to continue on the lease program.

PROBLEM STATEMENT

Previously DDA purchased computers outright as one-time purchases. DDA has no money to cover these computers in their base budget. Computers and servers were at risk of failure. Without the replacement of outdated computers and servers as the equipment fails, it may have taken more time for staff to serve clients. Staff rely on their computers and related equipment to access and update various systems used to serve clients. For example, aging equipment may decrease or slow assessment processes with our clients. DDA is currently committed to annual payments for \$727,000 Total Funds (\$435,000 GF-State).

EXPECTED RESULTS

Funding this request will provide DSHS with sufficient resources to meet its financial obligation to the State Treasurer and serve clients a more efficient manner.

STAKEHOLDER IMPACT

Lack of funding will negatively affect client services. There is no known opposition to this request.

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Program Contact: Eric Mandt, (360) 725-2579



DSHS VISION

People are healthy • People are safe • People are supported • Taxpayer resources are guarded

DSHS MISSION

To transform lives

DSHS VALUES

Honesty and Integrity • Pursuit of Excellence • Open Communication • Diversity and Inclusion • Commitment to Service

OTHER CONNECTIONS

Performance Outcomes/Important Connections

1. Does this DP provide essential support to one or more of the Governor's Results Washington priorities?

Goal 4: Healthy & Safe Communities - Healthy People - Provide access to good medical care to improve people's lives.

2. The decision package meets the following DSHS' strategic objectives:

1.1: Identify individual health and welfare needs in a timely manner in order to support individuals to have healthy and active lives.

3.2: Effective communication with stakeholders.

3. Identify other important connections or impacts below. (Indicate 'Yes' or 'No'. If 'Yes' identify the connections or impacts related to the proposal.)

a) Regional/County impacts? No.

b) Other local government impacts? No.

c) Tribal government impacts? No.

d) Other state agency impacts? No.

e) Responds to specific task force, report, mandate or executive order? No.

f) Does request contain a compensation change or require changes to a Collective Bargaining Agreement? No.

g) Facility/workplace needs or impacts? No.

h) Capital budget impacts? No.

i) Is change required to existing statutes, rules or contracts? No.

j) Is the request related to litigation? No.

k) Is the request related to Puget Sound recovery? No.

l) Other important connections?

4. Please provide a detailed discussion of connections/impacts identified above.

040 - M2 - DB - Computer leases

DDA has no base budget to cover the replacement costs of information technology equipment. Costs were calculated as follows:

IT Equipment Cost/Staff		Equipment Cost Analysis	
Laptop/computer	\$1,130	# Existing Computers	1,566
+ Monitor x 2	350	x IT Equipment Cost/Staff	\$1,680
+ Docking station	169	= Cost of Computer Equipment	<u>\$2,631,000</u>
+ Keyboard	15	+ Server Storage	150,000
+ Mouse	15	+ Interest Due	<u>127,000</u>
= TOTAL	<u><u>\$1,680</u></u>	= Total 4 Year Cost	<u>\$ 2,908,000</u>
		= Cost per Fiscal Year	<u><u>\$ 727,000</u></u>

Alternatives/Consequences/Other

5. What alternatives were explored by the agency, and why was this alternative chosen?

Staff rely on their computers and related equipment to access and update various systems used to serve clients. For example, aging equipment may decrease or slow assessment processes with our clients.

6. How has or can the agency address the issue or need within its current appropriation level?

The agency is unable to address this issue in its current appropriation level, as there is no formal IT equipment budget for DDA.

7. Does this decision package include funding for any IT-related costs (hardware, software, services, cloud-based services, contracts or IT staff)?

- No
- Yes (Include an IT Addendum)

Fiscal Detail**040 - M2 - DB - Computer leases**

Operating Expenditures	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>
001-1 General Fund-State	435,000	435,000	435,000	435,000
001-C General Fund-Medicaid	292,000	292,000	292,000	292,000
Total Cost	727,000	727,000	727,000	727,000

Staffing	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>
FTEs	0.0	0.0	0.0	0.0

Performance Measure Detail

Activity:	Incremental Changes			
	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>
Program: 040				
D036 Field Services	0	0	0	0
D095 State Operated Living Alternatives	0	0	0	0
D107 Community Crisis Stabilization Services	0	0	0	0
D086 Residential Habilitation Facilities	0	0	0	0
D079 Program Support for Developmental Disabilities	0	0	0	0

No measures submitted for package

Object Detail

	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>
P Debt Service	727,000	727,000	727,000	727,000
Total Objects	727,000	727,000	727,000	727,000

DSHS Source Detail**Overall Funding****Operating Expenditures****Fund 001-1, General Fund-State****Sources Title**

0011 General Fund State	435,000	435,000	435,000	435,000
Total for Fund 001-1	435,000	435,000	435,000	435,000

Fund 001-C, General Fund-Medicaid**Sources Title**

19UL Title XIX Admin (50%)	292,000	292,000	292,000	292,000
Total for Fund 001-C	292,000	292,000	292,000	292,000

Total Overall Funding	727,000	727,000	727,000	727,000
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Information Technology Addendum

Recsum Code and Title 040-M2-DB-Computer Leases

Part 1: Itemized IT Costs

Please itemize any IT-related costs, including hardware, software, services (including cloud-based services), contracts (including professional services, quality assurance, and independent verification and validation) or IT staff. Be as specific as you can. (See Chapter 12.1 of the OFM Operating Budget Instructions for guidance on what counts as “IT-related costs.”)

Information Technology Items in this DP (insert rows as required)	FY 2018	FY 2019	FY 2020	FY 2021
Computers and servers	\$727,000	\$727,000	\$727,000	\$727,000
Total Cost	\$727,000	\$727,000	\$727,000	\$727,000

Part 2: Identify IT Projects

1. Does this decision package fund the development or acquisition of a new or enhanced software or hardware system or service? (Answer Yes or No) No.
2. Does this decision package fund the acquisition or enhancements of any agency data centers? (See OCIO Policy 184 for definition.) (Answer Yes or No) No.
3. Does this decision package fund the continuation of a project that is, or will be, under OCIO oversight? (See OCIO Policy 121.) (Answer Yes or No) No.

If you answered “yes” to any of these questions, you must complete a concept review with the OCIO before submitting your budget request. Refer to Chapter 12.2 of the Operating Budget Instructions for more information.