



**Department of Agriculture**

**Agency Information Technology Performance Report  
2017 Biennial Report**

**Please complete this report by close of business October 25, 2016.**

**Please upload your final Performance Report and all applicable spreadsheets to your individual Agency folder in the Biennial Reporting SharePoint Site found at:**

<https://ent-sp1.mt.gov/sites/bienrpt/layouts/15/start.aspx#/Agency%20Information/Forms/AllItems.aspx>.

MCA [2-17-521\(4\)](#) requires the Department of Administration to prepare a biennial report on Information Technology (IT) based on the Agency IT Plans and Performance Reports required under MCA [2-17-524](#).

This performance report evaluates progress made towards the objectives articulated in your 2014 Agency IT Plan, which can be found at:

<https://ent-sp1.mt.gov/sites/bienrpt/layouts/15/start.aspx#/Agency%20Information/Forms/AllItems.aspx>.

Please answer each section below based on your 2014 Agency IT Plan (*add lines to the tables as needed*).

**Section 1:** An evaluation of the Agency’s performance relating to IT (MCA [2-17-524\(3\)\(a\)](#)).

- Referencing the goals and objectives noted in Section 10 of your 2014 Agency IT plan, please fill in the table below with the information for each goal and objective.
  - 2014 Agency IT plans can be found in your Agency folder located at <https://ent-sp1.mt.gov/sites/bienrpt/layouts/15/start.aspx#/Agency%20Information/Forms/AllItems.aspx>.
- Please provide an update on the efforts to implement your Agency 2014 IT goals and objectives. Your update may include how a goal/objective has advanced the Agency mission.

GOAL	OBJECTIVES	UPDATE
Share systems, components and functionality across agencies, Montana political subdivisions and other states.	Increase use of consolidated platforms and shared services.	Agency servers and storage have been moved to the State Data Center and all production services are being hosted there.
Seek out and implement innovative information technology solutions.	Contract with vendor to replace the existing Department Licensing, Registration and Certification data system.	Implementation of the new Licensing and Registration system is almost halfway done, on track to be completed by October of 2017.
	Implement e-Government and mobile solutions for Montana Hail Crop Insurance program.	No specific progress to report on this objective. This is because the underlying technology stack of our existing application servers requires upgrading before we can devote resources to new initiatives. We expect to begin addressing this in the summer of 2017.

**Section 2:** An assessment of progress made toward implementing the Agency IT Plan (MCA [2-17-524\(3\)\(b\)](#)).

- Please detail progress made toward completing IT projects identified under section 11 of your 2014 Agency IT Plan.
  - Your Agency plan can be found in your Agency folder located at <https://ent-sp1.mt.gov/sites/bienrpt/layouts/15/start.aspx#/Agency%20Information/Forms/AllItems.aspx>.
- Please include project cost, schedule and completion information.

ITEM	DESCRIPTION
Project Name	ASD Licensing, Registration and certification system replacement
Agency / Division	AGR / Agriculture Sciences Division
Project / Program purpose and objectives	Supports the Agency business of product registration, personnel licensing and process certifications

Estimated start date	In process
Estimated cost	\$580,000
Funding source – 1	State Special Revenue
Funding source – 2	
Funding source – 3	
Annual costs upon completion	\$134,500
Status of the project as of June 30, 2016. Indicate % completed and status of funds expended.	<p>The original vendor (IronData Solutions through an alliance with Montana Interactive, LLC (MI) left the project in 2014. MDA signed documents in June 2015 with MI and Computer Aid, Inc. (CAI) for delivery of the original project. MI has committed to making MDA whole on funds that were expended (\$283,295) to the initial vendor of the project. The project is nearing go-live status for Phase 1.5 and has completed some work for Phase 2.0 of the four phase project.</p> <p>40% complete</p> <p>\$200,055 expended as of June 30, 2016.</p>

ITEM	DESCRIPTION
Project Name	Replace Network File and Print Servers, co-locate servers at SMDC
Agency / Division	AGR / Central Services Division
Project / Program purpose and objectives	Supports all agency business goals and objectives
Estimated start date	July 2014
Estimated cost	<p>Agency owned equipment (1st year costs)  Initial equipment purchases (3 physical): \$55,000  Agency labor to install and configure: \$10,080.00  VMWare licenses:  Virtual Machines O/S Licenses:  SITSD SMDC (15U) Rack Space charges FY14: \$4,316.25  SITSD SMDC 1G (6) Network connection charges FY14: \$2,221.02  SITSD Miles City (3U) Rack Space charges: \$1,469.16  SITSD Miles City 1G (1) network connection: \$356.60  Total Agency (1st Year cost) Owned equipment cost: \$73,443.14</p> <p>Alternative (SITSD services only 1st year costs):  SITSD Virtual Server Platform - Base: \$36,144.84  SITSD Virtual Server Platform – Addn'l Host: \$11,639.18  Agency labor to install and configure: \$10,080.00  SITSD SMDC Network connection charges FY14: \$2,221.02  SITSD SMDC Live Storage (2 TB): \$10,117.12  SITSD SMDC data backup services: \$8,375.00  Total SITSD Services (1st year cost): \$76,425.03</p>
Funding source – 1	State Special Revenue
Funding source – 2	
Funding source – 3	
Annual costs upon completion	Agency owned equipment:

	<p>VMWare Maintenance: \$781.20  Microsoft OS Licensing: \$7656.00  SITSD SMDC Rack Space charges FY14: \$4,316.25  SITSD SMDC Network connection charges FY14: \$2,221.02  SITSD Miles City Rack Space charges: \$1,469.16  SITSD Miles City Network Connection charges: \$356.60  Total Annual Agency Owned recurring costs: \$16800.23  Alternative (SITSD services only)  SITSD Virtual Server Platform - Base: \$36,144.84  SITSD Virtual Server Platform – Add'l Host: \$11,639.18  SITSD SMDC Network connection charges FY14: \$2,221.02  SITSD SMDC data storage costs: \$3,700.00  SITSD SMDC data backup services: \$8,375.00  Total Annual recurring SITSD costs: \$62,080.04</p>
Status of the project as of June 30, 2016. Indicate % completed and status of funds expended.	<p>Agency servers and storage equipment were moved into the Helena Data Center in December of 2015 and all production services are being hosted there. Disaster Recovery options are being re-evaluated at this time.</p> <p>60% completed</p> <p>\$56,375.52 spend as of June 30, 2016</p>

ITEM	DESCRIPTION
Project Name	Wheat & Barley Committee (WBC) Grain Movement and Assessment program
Agency / Division	AGR / Agricultural Development Div. / Wheat and Barley Bureau
Project / Program purpose and objectives	Provide WBC stakeholders with a web based application for submitting monthly grain assessment forms and allow WBC to produce grain movement reports.
Estimated start date	Cancelled
Estimated cost	<p>Custom software development, unless COTS solution can be found.</p> <p>Estimate for ½ of the project requirements SITSD Labor: \$130,680.00 (\$108/hr)  Extrapolated estimate for full project SITSD Labor: \$200,000.00 (\$108/hr)  Estimated Resource AGR Labor: \$16,020.00 (\$63/hr)  Total estimated cost for whole project: \$216,020.00  Possible COTS solution being researched: Price not yet determined</p>
Funding source – 1	State Special Revenue
Funding source – 2	
Funding source – 3	
Annual costs upon completion	Negligible
Status of the project as of June 30, 2016. Indicate % completed and status of funds expended.	<p>Further evaluation and discussion among stakeholders and potential vendors comparing costs to anticipated benefits resulted in a decision to cancel the project and continue to gather the necessary data using existing means.</p> <p>0% complete</p>

	\$0 expended as of June 30, 2016.
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ITEM	DESCRIPTION
Project Name	Online e-Government Montana State Crop Hail Insurance
Agency / Division	AGR / Agricultural Development Division
Project / Program purpose and objectives	Supports Montana State Crop Hail Insurance program allowing public to apply, file claims, adjust claims and pay for Hail insurance policies online. Producers will be able to make insurance applications, file claims and make electronic payments with credit, debit or e-Check payments. Insurance adjusters will be able to utilize mobile devices to enter adjusted claim and loss information utilizing both connected and disconnect mobile applications. The Montana State Crop Hail Insurance program is a program unique to Montana. This will be mostly a custom built system with possibly some COTS or open source product integration.
Estimated start date	June 30, 2015
Estimated cost	Resource AGR Labor: \$250,000
Funding source – 1	Proprietary
Funding source – 2	
Funding source – 3	
Annual costs upon completion	Negligible
Status of the project as of June 30, 2016. Indicate % completed and status of funds expended.	Staffing issues have delayed this project. We intend to revisit in the Spring of 2017.  0% complete  \$0 expended as of June 30, 2016.

**Section 3:** An inventory of agency information services, equipment and proprietary software (MCA [2-17-524\(3\)\(c\)](#)).

To collect data on “information services” and “proprietary software”, we are leveraging LDRPS (L10). Our goal is to utilize and maintain LDRPS as the authoritative source for this information.

- Please verify the information in the LDRPS Spreadsheet, making any necessary updates or additions.
- Please email your updated spreadsheet to Dawn Pizzini, subject matter expert, at [dpizzini@mt.gov](mailto:dpizzini@mt.gov).
  - The LDRPS spreadsheet can be found in your Agency folder located at <https://ent-sp1.mt.gov/sites/bienrpt/layouts/15/start.aspx#/Agency%20Information/Forms/AllItems.aspx>.
  - We will pull a final LDRPS Spreadsheet for submission as part of the Biennial Report based on your Agency’s input.

For “equipment”, we are utilizing the standard Agency Inventory Template Spreadsheet we have used for past biennial reporting and that we are currently using to gather information for the IT Convergence project. The spreadsheet can be found in your Agency folder located at <https://ent-sp1.mt.gov/sites/bienrpt/layouts/15/start.aspx#/Agency%20Information/Forms/AllItems.aspx>.

- If you **have** already provided your inventory for the IT Convergence project, please fill out the last tab labeled **DEVICES**.
  - Please review the entire workbook for accuracy and make any necessary changes.
- If you **have not** provided this inventory, please fill out the entire workbook.

Questions can be directed to:

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***Please complete this report by close of business **October 25, 2016.*****

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