

SAN FRANCISCO BAY CONSERVATION AND DEVELOPMENT COMMISSION

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May 30, 2014

TO: Commissioners and Alternates

FROM: Lawrence J. Goldzband, Executive Director (415/352-3653 lgoldzband@bcdc.ca.gov)
Andrew Chin, Chief Information Officer (415/352-3651 andrewc@bcdc.ca.gov)

SUBJECT: Staff Report and Recommendation on Contract for IT Consulting Services to Migrate to the State's California Email Services (CES) Hosted Exchange Service
(For Commission consideration on June 5, 2014)

Summary and Recommendations

The staff recommends that the Commission authorize the Executive Director to enter into a \$35,000 contract for up to a one-year period for services to assist the Commission to migrate to the California Email Services (CES) Hosted Exchange provided by the State of California's Department of Technology Services, Office of Technology Services. The staff further recommends that the Commission authorize the Executive Director to: (1) amend the contract as necessary, including revising the amount or duration of the agreement, so long as the amendment does not involve substantial changes in the services provided; and (2) enter into similar contracts in the future, subject to availability of funds, given that the Commission has an ongoing need for technical services to complete this project.

Staff Report

Under AB 2408, state agencies were mandated to utilize the consolidated shared email service offering by the State of California's Department of Technology, Office of Technology Services. The Commission will be migrating to the California Email Services (CES) Hosted Exchange. CES is a cloud computing, dedicated email environment for the State of California where the email hardware and software are housed at Microsoft data centers. Project efforts are to include planning the migration of the current BCDC email environment to the CES and employing the required technologies. It is anticipated the CES migration project will be completed by October 2014.

The Commission is currently utilizing an incompatible technology (email directory service) that does not allow functionality with the CES hosted by Microsoft. Staff proposes to enter into an IT consulting contract to establish the required technologies to allow the Commission to employ the mandated email solution. Upon completion the Commission will be able to take advantage of the State's cloud based solution that provides centralized management and



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maintenance, state of the art technology and quality service delivery, a messaging service provider that supports emerging technologies and can facilitate upgrades when necessary, and provide the Commission with an Exchange messaging solution that provides highly reliable service. Staff recommends that the Commission authorize the Executive Director to enter into a \$35,000 contract with a consultant for up to a one-year period for services to assist the Commission to migrate to the State of California's Department of Technology, Office of Technology Services' California Email Services (CES) Hosted Exchange. The staff further recommends that the Commission authorize the Executive Director to: (1) amend the contract as necessary, including revising the amount or duration of the agreement, so long as the amendment does not involve substantial changes in the services provided; and (2) enter into similar contracts in the future, subject to availability of funds.