

Executive Branch Information Technology
Office of Information Technology Services
2800 SW Topeka Blvd., Building 100
Topeka, KS 66611



Phone: (785) 296-3463
Fax: (785) 296-1168
oits.info@ks.gov

DeAngela Burns-Wallace, Chief Information Technology Officer

Laura Kelly, Governor

May 16, 2022

Richard Beattie, Director
Procurement and Contracts

Dear Mr. Beattie:

The high-level project plan for the Office of Information Technology Services Big Iron Firewall Replacement project is enclosed. Lee Adams is the primary contact for the project and can be reached at (913) 485-1267. This letter constitutes approval of the project pursuant to K.S.A. 75-7209.

K.S.A. 75-7209 states all specifications for any competitive acquisition related to an approved information technology project shall be reviewed by the chief information technology officer for the branch of state government of which the agency or agencies are a part. The requirement that agencies obtain CITO approval of proposed IT projects has been adjusted to be in agreement with JCIT suggestions. As a result, all specifications for any competitive acquisition related to an approved IT project shall now be approved by the CITO before release.

If a variance of 10% or more in time or cost to the approved high-level project plan would occur with vendor selection, a revised high-level project plan must be submitted for CITO approval and the CITO's approval shall be received, prior to contract award. The CITO will notify JCIT of such events as per their request.

Once the final contracts are awarded, the high-level project plan will need to be updated with detailed information and receive final CITO approval. As required by statute and reinforced by the JCIT, the detailed project plan must receive CITO approval prior to project execution. This detailed project plan should include information found at the following link: <https://ebit.ks.gov/kito/epmo/proposed-information-technology-project-plans>.

As of July 1, 2013, new CITO-reportable projects are assessed a fee to support KITO operations. The fee will be assessed against the total project cost identified in the agency's detailed project plan. The fee will be billed quarterly until the project's Post Implementation Evaluation Report (PIER) is received. Fees will be based on the following rate structure:

- Projects valued between \$250,000 and \$1,000,000 - .004 of the Project cost
- Projects valued between \$1,000,001 and \$5,000,000 - .003 of the Project cost
- Projects valued between \$5,000,001 and \$10,000,000 - .002 of the Project cost
- Projects valued greater than \$10,000,001 - .0004 of the Project cost
- Infrastructure projects - .0003 of the Project cost

Richard Beattie
5/16/2022
Page 2 of 2

If there is any further assistance I may provide, please contact me.

Respectfully,

DocuSigned by:



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DeAngela Burns-Wallace
Executive Branch CITO

cc: Kelly O'Brien, CITO, Judicial Branch
Alan Weis, CITO, Legislative Branch
Adam Proffitt, Director of the Budget
Aaron Klaassen, JCIT
JCIT Membership
Linda Norris, Procurement and Contracts
Stephanie Creed, Procurement and Contracts
Dean Heineken, Procurement and Contracts
Brian Reiter, OITS
Jeff Maxon, OITS
Mark Abraham, OITS
Lee Adams, OITS
Megan Burton, KSHS
Cole Robison, OITS
Alex Wong, CITA
Sara Spinks, KITO

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DeAngela Burns-Wallace, Chief Information Technology Officer
Carolyn J. Bogan, Chief Operating Officer

Laura Kelly, Governor

April 9, 2022

Dr. DeAngela Burns-Wallace, Secretary – Kansas Department of Administration
Chief Information Technology Officer – Executive Branch
1000 SW Jackson St. Ste 500
Topeka, KS 66612

Dear Secretary, Dr. Burns-Wallace,

The Office of Information Technology Services (OITS) is requesting approval of our high-level project plan for the Big Iron Firewall Replacement project. OITS is looking to upgrade the current OITS firewall hardware, which are slated for end of life in 2023, migrate the existing firewalls onto the new hardware, and develop an onboarding process to allow other agencies to migrate into the upgraded environment. The upgraded Firewall system will monitor the network and classify all traffic, inclusive of applications, threats, and content. The firewall functions to prevent known and unknown warnings by blocking all tactics and restricts the unauthorized transfer of sensitive data and files and safely facilitates unrelated activity on the Internet, resulting in improved security posture and reduced incident response times. This upgrade will provide increased security intrusion protection as well as DNS and web filtering.

The total project cost is estimated at \$489,469.

The attached high-level documentation describes the work and costs to complete this project. Please review the submitted documentation; please feel free to contact me at 913-485-1267 or Mark Abraham at 785-296-8315 should you have any questions.

Thank you in advance for your consideration and approval.

Sincerely,

Lee Adams

State Entity: Office of Information Technology Services	
Project Name: Firewall Replacement and Upgrade	
Greater than \$250,000/ less than \$1,000,000 (Y/N): Y	
Greater than \$1,000,000 (Y/N): N	
IT Project Plan Documents	Included (Y/N)
For forms and/or more detailed information on completion of plan: see https://ebit.ks.gov/kito/it-project-oversight/proposed-it-project-plans	
For ITEC Policy and/or more detailed information on approval of IT projects, see ITEC 2400 and 2400A https://ebit.ks.gov/itec/resources/policies	
Cover Letter Requesting Project Approval	Y
IT Project Request Explanation--DA518	Y
IT Cost Benefit Statement--DA519	Y
Work Breakdown Structure	
Task Name (tasks should be descriptive)	Y
Start	Y
Finish	Y
Milestone	Y
Architectural Statement (ITEC Policy 4010 and 9500) https://ebit.ks.gov/itec/resources/policies	
Statement of products and standards compliance	Y
If different, attach CITA waiver	NA
Ownership of Software Code and Related Intellectual Property (ITEC Policy 1500)	
Statement of compliance	Y
If different, attach CITO waiver	NA
Accessibility Statement (ITEC Policy 1210) https://ebit.ks.gov/itec/resources/policies/policy-1210	
Statement indicating intent to use Voluntary Product Accessibility Template® (VPAT®) to assess compliance with ITEC 1210 as part of the procurement/development and testing process, or attach exception from State ADA Coordinator. For more information see: https://www.itic.org/policy/accessibility/vpat .	Y
Attach approval letter from State Director of IT Accessibility	
Electronic Records Retention Statement (K.S.A. 45-403 and K.S.A. 45-213 through 45-223) For more information see -- https://www.kshs.org/p/records-management-and-the-law/11348	
1. Identify replaced paper records	Y
2. Identify new business functions	NA
3. Reasons for business functions	Y
4. Records requirements for business function	NA
5. Documents in another system?	NA
6. Public access requirements	Y
7. Access control requirements	Y
8. Identify all records with retention period of ten or more years	NA
9. Estimate three year cost of addressing records identified in No. 8	NA
Attach approval letter from State Archivist.	
Risk Identification Summary (Form ITEC PM02-11a)	Y
Risk Assessment Model (RAM) Summary - High Level Plans	Y
Fiscal Note, if appropriate	NA
Electronic copy submitted four weeks prior to contract award and/or project execution	

INFORMATION TECHNOLOGY PROJECT REQUEST EXPLANATION -- DA 518

1. Project Title:		2. Project Priority	3. Estimated Dates					
Big Iron Firewall Replacement		High	Planning Start:	5/12/2022				
Agency:			Execution Start:	6/10/2022				
Office of Information Technology Services (OITS)			Close-Out End:	9/12/2023				
4. Project Description and Justification:		Date Submitted:	4/19/2022					
The State of Kansas Office of Information Technology Services (State of Kansas OITS) is looking to upgrade the current OITS firewall hardware, which are slated for end of life in 2023, migrate the existing firewalls onto the new hardware, and develop an onboarding process to allow other agencies to migrate into the upgraded environment. The upgraded Firewall system will monitor the network and classify all traffic, inclusive of applications, threats, and content. The firewall functions to prevent known and unknown warnings by blocking all tactics and restricts the unauthorized transfer of sensitive data and files and safely facilitates unrelated activity on the Internet, resulting in improved security posture and reduced incident response times. This upgrade will also provide increased security intrusion protection as well as DNS and web filtering. The goal of this project will be to achieve the following within State of Kansas OITS's environment: - Replace the existing hardware with new models - Install the new hardware in our data center - Migrate the existing 14 firewalls onto the new hardware - Implement an onboarding process for agencies to migrate onto the firewall								
Is this an Infrastructure Project? (Y/N)				Y				
Will Business Process Modeling be completed during the IT project and business design? (Y/N)				Y				
Will national and/or industry data standards be used? (Y/N)				Y				
If yes, please specify.	NIST 800-53 R5 Moderate							
List any collaboration that has taken place in the planning of the IT Project, and/or will take place during execution of the project. Include tools, methods, and best practices used for providing collaboration, user input, and continued social networking.								
OITS (KISO, Infrastructure, Network, Operations Support)								
CDWG (Hardware reseller)								
5. Estimated Project Cost								
Category	Cost	KITO Rate Structure		Project Quarterly KITO Fee				
Internal Cost (Salaries)	\$0			\$147				
Contractual Services	\$488,734							
Commodities	\$0							
Capital Outlay	\$0							
Sub-Total Project Costs	\$488,734							
Total KITO Rate Fee	\$735							
Total Project Costs	\$489,469							
6. Project Subprojects (include name, start and end dates, and cost of each Subproject):								
Subproject Name	Start Date	End Date	Internal Cost	External Cost	Total Cost			
Planning	5/12/2022	6/15/2022	\$0	\$0	\$0			
Execution								
Big Iron	6/10/2022	6/23/2023		\$488,734	\$488,734			
KITO				\$735	\$735			
Enter Subproject 3 Name					\$0			
Enter Subproject 4 Name					\$0			
Enter Subproject 5 Name					\$0			
Execution Sub-Total	6/10/2022	6/23/2023	\$0	\$489,469	\$489,469			
Close-Out	6/26/2023	9/12/2023	\$0	\$0	\$0			
Grand Internal, External, and Total Costs			\$0	\$489,469	\$489,469			
7. Amount by Source of Financing:								
State Fiscal Years	1. 6110	2.	3.	4.	5.	6.	7.	Total
SFY 2022	\$489,469							\$489,469
SFY 2023								\$0
SFY 2024								\$0
SFY 2025								\$0
SFY 2026								\$0
SFY 2027								\$0
Total Project Costs	\$489,469	\$0	\$0	\$0	\$0	\$0	\$0	\$489,469
Description of funds listed above								
OITS Operating Fund								

INFORMATION TECHNOLOGY PROJECT REQUEST EXPLANATION – DA 519

1. Project Title		2. Estimated Dates		Projected Months from			
Big Iron Firewall Replacement		Planning Start:	5/12/2022	Execution to Close-Out			
		Execution Start:	6/10/2022	16			
		Close-Out End:	9/12/2023				
3. Agency		4. Project Director/Project Manager					
Office of Information Technology Services (OITS)		Lee Adams					
5. Qualitative and Quantitative Savings Explanation							
Provide the State of Kansas with upgraded Firewall system that prevents known and unknown warnings by blocking all tactics and safely facilitates unrelated activity on the Internet, resulting in improved security posture and reduced incident response times. This upgrade will also provide increased security intrusion protection as well as DNS and web filtering. We anticipate a reduction in incident response time, hardware failure, and troubleshooting; however, we are unable to provide an accurate reflection of what that savings in dollars would be at this time. We will be reducing the risk of unauthorized access to the state network that could potentially create critical security events such as ransomware attacks. By upgrading the firewalls we maintain the ability to keep the software up-to-date with the necessary patches, which cannot be done with unsupported hardware. By upgrading the firewall infrastructure we improve our compliance with state policy by adding modern next generation malware, anti intrusion, rogue dns protection Initially this product will be rolled out to the Office of Information Technology Services and offered as a service to other agencies within the enterprise. One aspect of the disruptions that is a bit easier to place a dollar value on would be the work stoppage for State employees. Using the Governor's 2019 Budget Report I was able to determine the number of employees and the total staff salaries. Using that information I could assign a dollar value. The below numbers represent only 5% of state employee's being without network infrastructure for 2, 3, 4 & 5 days. The thought being, the longer we have out of service network devices in use the higher the risk for longer outages.							
6. Qualitative and Quantitative Savings Estimate							
Description of Savings		SFY 2022	SFY 2023	SFY 2024	SFY 2025	SFY 2026	SFY 2027
Cost Avoidance (Soft Dollars)							
5% of state staff salary for 2 days (Estimated based on the Governor's 2019 Budget Report)				\$929,520			
5% of state staff salary for 3 days (Estimated based on the Governor's 2019 Budget Report)					\$1,394,280		
5% of state staff salary for 4 days (Estimated based on the Governor's 2019 Budget Report)						\$1,859,039	
5% of state staff salary for 5 days (Estimated based on the Governor's 2019 Budget Report)							\$2,323,799
Subtotal		\$6,506,638	\$0	\$0	\$929,520	\$1,394,280	\$1,859,039
Cash Savings (Hard Dollars)							
Subtotal		\$0	\$0	\$0	\$0	\$0	\$0
Other (Include Intangible Benefits)							
Reduce incident response time, hardware failure, and troubleshooting time				Unlimited	Unlimited	Unlimited	Unlimited
Prevent Security Breaches				Unlimited	Unlimited	Unlimited	Unlimited
Have all security intrusion, protection, web filtering, and dns filtering in one environment.				Unlimited	Unlimited	Unlimited	Unlimited
Subtotal		\$0	\$0	\$0	\$0	\$0	\$0
Quantitative Savings		\$6,506,638	\$0	\$0	\$929,520	\$1,394,280	\$1,859,039
7. Summary*		SFY 2022	SFY 2023	SFY 2024	SFY 2025	SFY 2026	SFY 2027
Project Costs	Total	\$489,469	\$489,469	\$0	\$0	\$0	\$0
Net Cost Benefit	Total	\$6,017,169	-\$489,469	\$0	\$929,520	\$1,394,280	\$2,323,799
Cost Benefit per Month		\$406,665					
Calendar Months to Break Even		1					
8. Ongoing Cost		SFY 2022	SFY 2023	SFY 2024	SFY 2025	SFY 2026	SFY 2027
Operational Cost for three ensuing SFYs				\$78,221	\$78,221	\$82,132	

* Project Costs = Total Cost of Project over all Fiscal Years from all Funding Sources

Net Cost Benefit = Total Qualitative & Quantitative Savings minus Total Project Costs

Cost Benefit per Month = Total Qualitative & Quantitative Savings divided by Length of Project in months

Calendar Months to Break Even = Total Project Costs divided by Cost Benefit per Month

Revised 2/21

ID	Task Name	Duration	Work	Start	Finish	Predecessors	Resource Names	Milestone
1	Big Iron Firewall Replacement	465 days	0 hrs	Wed 12/22/21	Tue 9/12/23			No
2	Initiating	101 days	0 hrs	Wed 12/22/21	Wed 5/11/22			No
3	Prepare Project Charter	28 days	0 hrs	Wed 12/22/21	Fri 1/28/22			No
4	Draft	6 days	0 hrs	Wed 12/22/21	Wed 12/29/21			No
5	Review	6 days	0 hrs	Thu 12/30/21	Thu 1/6/22	4		No
6	Submit High Level documentation to KITO	1 day	0 hrs	Wed 4/20/22	Wed 4/20/22	5		No
7	Receive KITO HL approval	13 days	0 hrs	Mon 4/25/22	Wed 5/11/22			Yes
8	Planning	25 days	0 hrs	Thu 5/12/22	Wed 6/15/22	7		No
9	Bill of Materials (BOM)	6 days	0 hrs	Thu 5/12/22	Thu 5/19/22			No
10	Services SOW	6 days	0 hrs	Thu 5/12/22	Thu 5/19/22			No
11	Order devices and services	6 days	0 hrs	Thu 5/12/22	Thu 5/19/22			No
12	Work Request- Installation Services	6 days	0 hrs	Thu 5/12/22	Thu 5/19/22			No
13	Kick-off Meetings	3 days	0 hrs	Thu 5/12/22	Mon 5/16/22			No
14	Project Procedures	3 days	0 hrs	Thu 5/12/22	Mon 5/16/22			No
15	Detail level KITO Submission	22 days	0 hrs	Tue 5/17/22	Wed 6/15/22	14		No
16	Draft	6 days	0 hrs	Tue 5/17/22	Tue 5/24/22	14		No
17	Review	6 days	0 hrs	Wed 5/25/22	Wed 6/1/22	16		No
18	Submit Detail level documents to KITO	1 day	0 hrs	Thu 6/2/22	Thu 6/2/22	17		No
19	Receive DL approval	8 days	0 hrs	Fri 6/3/22	Tue 6/14/22	18		No
20	DL KITO submission Completed	1 day	0 hrs	Wed 6/15/22	Wed 6/15/22	19		No
21	Design and Document	7 days	0 hrs	Thu 5/12/22	Fri 5/20/22			No
22	Assign new IP's and intranet VRF	1 day	0 hrs	Thu 5/12/22	Thu 5/12/22			No
23	Assign VLANs and switch ports to new equipment	1 day	0 hrs	Thu 5/12/22	Thu 5/12/22			No
24	Document new naming convention for security	1 day	0 hrs	Thu 5/12/22	Thu 5/12/22			No
25	Diagram firewall migration procedure	7 days	0 hrs	Thu 5/12/22	Fri 5/20/22			Yes
26	Execution	286 days	0 hrs	Fri 6/10/22	Fri 6/23/23			No
27	Execution-Hardware	13 days	0 hrs	Fri 6/10/22	Mon 6/27/22			No
28	Order network cabling and frames	1 day	0 hrs	Fri 6/10/22	Fri 6/10/22	25		No
29	Hardware install- Vendor will consult	1 day	0 hrs	Mon 6/13/22	Mon 6/13/22	28		No
30	Install 5585-x Pair kisomain02f LSOB/TODC	1 day	0 hrs	Mon 6/13/22	Mon 6/13/22	28		No

ID	Task Name	Duration	Work	Start	Finish	Predecessors	Resource Names	Milestone
31	configure 5585-x Pair kisomain02f LSOB/TODC	4 days	0 hrs	Tue 6/14/22	Fri 6/17/22	30		No
32	install 5512-x Pair ipdofasci01p/02p LSOB/LSOB	1 day	0 hrs	Mon 6/13/22	Mon 6/13/22	28		No
33	configure 5512-x Pair ipdofasci01p/02p LSOB/LSOB	4 days	0 hrs	Tue 6/14/22	Fri 6/17/22	30		No
34	complete network connectivity	1 day	0 hrs	Sat 6/18/22	Sat 6/18/22	33		Yes
35	Enter CMA	1 day	0 hrs	Sat 6/18/22	Sat 6/18/22	33		No
36	Build ONS connection	1 day	0 hrs	Sat 6/18/22	Sat 6/18/22	33		No
37	Test new equipment	6 days	0 hrs	Sat 6/18/22	Fri 6/24/22	33		No
38	Create MOPS for VLAN move	6 days	0 hrs	Sat 6/18/22	Fri 6/24/22	33		No
39	Move VLANS from VPLS to new trunk	1 day	0 hrs	Mon 6/27/22	Mon 6/27/22	38		Yes
40	Phase 1- Execution with Vendor consult	37 days	0 hrs	Mon 6/27/22	Tue 8/16/22			No
41	HA seup for Firewall 1	37 days	0 hrs	Mon 6/27/22	Tue 8/16/22	38		No
42	Panorama setup for firewall 1	30 days	0 hrs	Mon 6/27/22	Fri 8/5/22			No
43	congure Switch ports for firewall 1	1 day	0 hrs	Mon 6/27/22	Mon 6/27/22			No
44	Send agency notification	0.5 days	0 hrs	Mon 6/27/22	Mon 6/27/22			No
45	migrate firewall 1 with vendor consult	2 days	0 hrs	Tue 6/28/22	Wed 6/29/22	43		Yes
46	HA setup for firewall 2	30 days	0 hrs	Mon 6/27/22	Fri 8/5/22			No
47	Panorama setup	30 days	0 hrs	Mon 6/27/22	Fri 8/5/22			No
48	congure Switch ports for firewall 2	1 day	0 hrs	Mon 6/27/22	Mon 6/27/22			No
49	migrate firewall 2 with vendor consult	2 days	0 hrs	Mon 8/8/22	Tue 8/9/22	46		No
50	Document process for Phase 2	5 days	0 hrs	Wed 8/10/22	Tue 8/16/22	49		Yes
51	Phase 2- Execution with No vendor support	89 days	0 hrs	Wed 8/10/22	Sat 12/3/22	49		No
52	Migrate firewall 3	35 days	0 hrs	Wed 8/10/22	Sat 9/24/22			No
53	diagrams for firewall 3	1 day	0 hrs	Wed 8/10/22	Wed 8/10/22			No
54	HA setup for Firewall 3	23 days	0 hrs	Wed 8/10/22	Fri 9/9/22			No
55	Panorama setup for firewall 3	23 days	0 hrs	Wed 8/10/22	Fri 9/9/22			No
56	Configure switch ports for firewall 3	23 days	0 hrs	Wed 8/10/22	Fri 9/9/22			No
57	Send Agency notification	1 day	0 hrs	Thu 9/22/22	Thu 9/22/22	56		No

ID	Task Name	Duration	Work	Start	Finish	Predecessors	Resource Names	Milestone
58	Migrate firewall 3	1 day	0 hrs	Sat 9/24/22	Sat 9/24/22	57		Yes
59	Migrate firewall 4	27 days	0 hrs	Mon 9/26/22	Sat 10/29/22			No
60	diagrams for firewall 4	1 day	0 hrs	Mon 9/26/22	Mon 9/26/22	58		No
61	HA setup for Firewall 4	23 days	0 hrs	Mon 9/26/22	Tue 10/25/22	58		No
62	Panorama setup for firewall 4	23 days	0 hrs	Mon 9/26/22	Tue 10/25/22	58		No
63	Configure switch ports for firewall 4	23 days	0 hrs	Mon 9/26/22	Tue 10/25/22	58		No
64	Send Agency notification	1 day	0 hrs	Thu 10/27/22	Thu 10/27/22			No
65	Migrate firewall 4	1 day	0 hrs	Sat 10/29/22	Sat 10/29/22			Yes
66	Migrate firewall 5	27 days	0 hrs	Mon 9/26/22	Sat 10/29/22			No
67	diagrams for firewall 5	1 day	0 hrs	Mon 9/26/22	Mon 9/26/22	58		No
68	HA setup for Firewall 5	23 days	0 hrs	Mon 9/26/22	Tue 10/25/22	58		No
69	Panorama setup for firewall 5	23 days	0 hrs	Mon 9/26/22	Tue 10/25/22	58		No
70	Configure switch ports for firewall 5	23 days	0 hrs	Mon 9/26/22	Tue 10/25/22	58		No
71	Send Agency notification	1 day	0 hrs	Thu 10/27/22	Thu 10/27/22			No
72	Migrate firewall 5	1 day	0 hrs	Sat 10/29/22	Sat 10/29/22	64		No
73	Migrate firewall 6	27 days	0 hrs	Mon 10/31/22	Sat 12/3/22	72		No
74	diagrams for firewall 06	1 day	0 hrs	Mon 10/31/22	Mon 10/31/22			No
75	diagrams for firewall 6	1 day	0 hrs	Mon 10/31/22	Mon 10/31/22			No
76	HA setup for Firewall 6	23 days	0 hrs	Mon 10/31/22	Tue 11/29/22			No
77	Panorama setup for firewall 6	23 days	0 hrs	Mon 10/31/22	Tue 11/29/22			No
78	Configure switch ports for firewall 6	23 days	0 hrs	Mon 10/31/22	Tue 11/29/22	72		No
79	Send Agency notification	1 day	0 hrs	Thu 12/1/22	Thu 12/1/22			No
80	Migrate firewall 6	1 day	0 hrs	Sat 12/3/22	Sat 12/3/22			No
81	Migrate firewall 7	26 days	0 hrs	Mon 12/5/22	Sat 1/7/23	80		No
82	diagrams for firewall 7	1 day	0 hrs	Mon 12/5/22	Mon 12/5/22			No
83	HA setup for Firewall 7	23 days	0 hrs	Mon 12/5/22	Wed 1/4/23			No
84	Panorama setup for firewall 7	23 days	0 hrs	Mon 12/5/22	Wed 1/4/23			No
85	Configure switch ports for firewall 7	23 days	0 hrs	Mon 12/5/22	Wed 1/4/23			No
86	Send Agency notification	1 day	0 hrs	Thu 1/5/23	Thu 1/5/23	85		No
87	Migrate firewall 7	1 day	0 hrs	Sat 1/7/23	Sat 1/7/23			Yes
88	Migrate firewall 8	26 days	0 hrs	Mon 12/5/22	Sat 1/7/23	80		No
89	Diagrams for firewall 8	1 day	0 hrs	Mon 12/5/22	Mon 12/5/22			No

ID	Task Name	Duration	Work	Start	Finish	Predecessors	Resource Names	Milestone
90	HA setup for Firewall 8	23 days	0 hrs	Mon 12/5/22	Wed 1/4/23			No
91	Panorama setup for firewall 8	23 days	0 hrs	Mon 12/5/22	Wed 1/4/23			No
92	Configure switch ports for firewall 8	23 days	0 hrs	Mon 12/5/22	Wed 1/4/23			No
93	Send Agency notification	1 day	0 hrs	Thu 1/5/23	Thu 1/5/23	85		No
94	Migrate firewall 8	1 day	0 hrs	Sat 1/7/23	Sat 1/7/23	93		No
95	Migrate firewall 9	28 days	0 hrs	Fri 1/6/23	Sat 2/11/23	93		No
96	diagrams for firewall 9	1 day	0 hrs	Fri 1/6/23	Fri 1/6/23			No
97	HA setup for Firewall 9	23 days	0 hrs	Fri 1/6/23	Mon 2/6/23			No
98	Panorama setup for firewall 9	23 days	0 hrs	Fri 1/6/23	Mon 2/6/23			No
99	Configure switch ports for firewall 9	23 days	0 hrs	Mon 1/9/23	Wed 2/8/23	94		No
100	Send Agency notification	1 day	0 hrs	Thu 2/9/23	Thu 2/9/23	99		No
101	Migrate firewall 9	1 day	0 hrs	Sat 2/11/23	Sat 2/11/23			Yes
102	Migrate Firewall 10	28 days	0 hrs	Fri 1/6/23	Sat 2/11/23	93		No
103	diagrams for firewall 10	1 day	0 hrs	Fri 1/6/23	Fri 1/6/23			No
104	HA setup for Firewall 10	23 days	0 hrs	Fri 1/6/23	Mon 2/6/23			No
105	Panorama setup for firewall 10	23 days	0 hrs	Fri 1/6/23	Mon 2/6/23			No
106	Configure switch ports for firewall 10	23 days	0 hrs	Fri 1/6/23	Mon 2/6/23			No
107	Send Agency notification	1 day	0 hrs	Tue 2/7/23	Tue 2/7/23	106		No
108	Migrate firewall 10	1 day	0 hrs	Sat 2/11/23	Sat 2/11/23			No
109	Migrate firewall 11	27 days	0 hrs	Mon 2/13/23	Sat 3/18/23	101		No
110	diagrams for firewall 11	1 day	0 hrs	Mon 2/13/23	Mon 2/13/23			No
111	HA setup for Firewall 11	23 days	0 hrs	Mon 2/13/23	Tue 3/14/23			No
112	Panorama setup for firewall 10	23 days	0 hrs	Mon 2/13/23	Tue 3/14/23			No
113	Configure switch ports for firewall 11	23 days	0 hrs	Mon 2/13/23	Tue 3/14/23			No
114	Send Agency notification	1 day	0 hrs	Wed 3/15/23	Wed 3/15/23	113		No
115	Migrate firewall 11	1 day	0 hrs	Sat 3/18/23	Sat 3/18/23	114		Yes
116	Migrate firewall 12	25 days	0 hrs	Mon 2/13/23	Thu 3/16/23	101		No
117	diagrams for firewall 12	1 day	0 hrs	Mon 2/13/23	Mon 2/13/23			No
118	HA setup for Firewall 12	23 days	0 hrs	Mon 2/13/23	Tue 3/14/23			No
119	Panorama setup for firewall 12	23 days	0 hrs	Mon 2/13/23	Tue 3/14/23			No
120	Configure switch ports for firewall 12	23 days	0 hrs	Mon 2/13/23	Tue 3/14/23			No
121	Send Agency notification	1 day	0 hrs	Wed 3/15/23	Wed 3/15/23	120		No

ID	Task Name	Duration	Work	Start	Finish	Predecessors	Resource Names	Milestone
122	Migrate firewall 12	1 day	0 hrs	Thu 3/16/23	Thu 3/16/23	121		Yes
123	Migrate firewall 13	29 days	0 hrs	Fri 3/17/23	Sat 4/22/23	122		No
124	diagrams for firewall 13	1 day	0 hrs	Fri 3/17/23	Fri 3/17/23			No
125	HA setup for Firewall 13	23 days	0 hrs	Fri 3/17/23	Fri 4/14/23			No
126	Panorama setup for firewall 13	23 days	0 hrs	Fri 3/17/23	Fri 4/14/23			No
127	Configure switch ports for firewall 13	23 days	0 hrs	Fri 3/17/23	Fri 4/14/23			No
128	Send Agency notification	1 day	0 hrs	Mon 4/17/23	Mon 4/17/23	127		No
129	Migrate firewall 13	1 day	0 hrs	Sat 4/22/23	Sat 4/22/23			No
130	Migrate firewall 14	27 days	0 hrs	Mon 4/24/23	Sat 5/27/23	129		No
131	diagrams for firewall 14	1 day	0 hrs	Mon 4/24/23	Mon 4/24/23			No
132	HA setup for Firewall 14	23 days	0 hrs	Mon 4/24/23	Tue 5/23/23			No
133	Panorama setup for firewall 14	23 days	0 hrs	Mon 4/24/23	Tue 5/23/23			No
134	Configure switch ports for firewall 14	23 days	0 hrs	Mon 4/24/23	Tue 5/23/23			No
135	Send Agency notification	1 day	0 hrs	Wed 5/24/23	Wed 5/24/23	134		No
136	Migrate firewall 14	1 day	0 hrs	Sat 5/27/23	Sat 5/27/23	135		Yes
137	Migrate firewall 15	27 days	0 hrs	Mon 4/24/23	Sat 5/27/23	129		No
138	diagrams for firewall 15	1 day	0 hrs	Mon 4/24/23	Mon 4/24/23			No
139	HA setup for Firewall 15	23 days	0 hrs	Mon 4/24/23	Tue 5/23/23			No
140	Panorama setup for firewall 15	23 days	0 hrs	Mon 4/24/23	Tue 5/23/23			No
141	Configure switch ports for firewall 15	23 days	0 hrs	Mon 4/24/23	Tue 5/23/23			No
142	Send Agency notification	1 day	0 hrs	Wed 5/24/23	Wed 5/24/23	141		No
143	Migrate firewall 15	1 day	0 hrs	Sat 5/27/23	Sat 5/27/23			Yes
144	Hardware disconnect	17 days	0 hrs	Thu 6/1/23	Fri 6/23/23			No
145	Remove older server equipment no longer	15 days	0 hrs	Thu 6/1/23	Wed 6/21/23	143		No
146	Remove cables no longer in use	1 day	0 hrs	Thu 6/22/23	Thu 6/22/23	145		No
147	Document removal dns no longer in service	2 days	0 hrs	Thu 6/22/23	Fri 6/23/23	145		No
148	Project close	57 days	0 hrs	Mon 6/26/23	Tue 9/12/23	147		No
149	Hyper Support	30 days	0 hrs	Mon 6/26/23	Fri 8/4/23			No
150	Project close out meeting	1 day	0 hrs	Mon 6/26/23	Mon 6/26/23			No
151	Lessons learned meeting	6 days	0 hrs	Tue 6/27/23	Tue 7/4/23	150		No
152	PIER report	50 days	0 hrs	Wed 7/5/23	Tue 9/12/23	151		No



State Archives Division
6425 SW 6th Avenue
Topeka KS 66615-1099

785-272-8681, ext. 271
matt.veatch@ks.gov
kshs.org

Jennie Chinn, Executive Director

Laura Kelly, Governor

April 20, 2022

Dr. DeAngela Burns-Wallace, Secretary of Administration
Executive Branch Chief Information Technology Officer
2800 SW Topeka Blvd
Building 100
Topeka, KS 66611

Dear Dr. Burns-Wallace,

As part of the approval process for information technology projects over \$250,000, the State Archivist is required to evaluate the impact of information technology projects on government records with long-term (10+ year) retention requirements. If the project impacts long-term records, the State Archivist must ensure that appropriate provisions have been made for these records in the high-level and detailed project plans, in the system design, and for their ingestion, if prudent and feasible, into the Kansas Enterprise Electronic Preservation (KEEP) system. An Electronic Records Retention Statement and approval letter from the State Archivist must accompany high level and detailed project plans submitted to you in your role as the Executive Branch Chief Information Technology Officer.

In compliance with this process, Lee Adams, Project Manager, recently sent to me for review an Electronic Records Retention Statement for the Kansas Office of Information Technology's Big Iron Firewall Refresh high-level project plan. From my review of the project plan materials, it appears that this is an infrastructure only project and does not affect records.

The Electronic Records Retention Statement for the high-level project plan is approved. A copy of this approval letter should be included when submitting the project plan for approval.

Sincerely,

Megan Burton
Senior Archivist

Cc: Cole Robison, Director of IT Accessibility, OITS
Lee Adams, Project Manager, OITS

Executive Branch Information Technology
Office of Information Technology Services
2800 SW Topeka Blvd., Building 100
Topeka, KS 66611



Phone: (785) 296-3463
Fax: (785) 296-1168
oits.info@ks.gov

DeAngela Burns-Wallace, Chief Information Technology Officer

Laura Kelly, Governor

April 25, 2022

DeAngela Burns-Wallace, Chief Information Technology Officer
Office of Information Technology Services
2800 SW Topeka Blvd., Building 100
Topeka, KS 66611

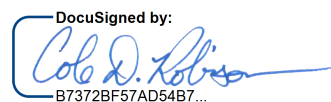
Dear Dr. Burns-Wallace:

As part of the approval process for information technology projects over \$250,000, a statement indicating compliance with State Information Technology Executive Council (ITEC) Policy 1210 *Information and Communication Technology Accessibility Standards* must be filed with the Branch Chief Information Technology Officer and approved by the Director of Information Technology (IT) Accessibility. I recently received from Lee Adams an Accessibility Statement for the Firewall Upgrade project for review in compliance with this process.

This statement, and the linked Voluntary Product Accessibility Template® (VPAT®) document, affirm that the project will comply with the requirements of ITEC Policy 1210. As the VPAT document is based on a version of the template that predates the current revision of the standards, I have asked that an updated VPAT document be requested.

The Accessibility Statement for the Firewall Upgrade high-level project plan is approved. A copy of this letter should be included with the submittal of the Firewall Upgrade high-level project plan to the Branch CITO for approval.

Sincerely,

DocuSigned by:

B7372BF57AD54B7...

Cole D. Robison
Director of IT Accessibility

cc: Mark Abraham, Kansas Information Security Office
Lee Adams, Office of Information Technology Services
Anthony Fadale, State Americans with Disabilities Act Coordinator
Sara Spinks, Director, Kansas Information Technology Office

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Office of Information Technology Services
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DeAngela Burns-Wallace, Chief Information Technology Officer

Laura Kelly, Governor

April 9, 2022

RE: Firewall Replacement Project

The Office of Information Technology Services (OITS) is requesting approval of our high-level project plan for the Big Iron Firewall Replacement project. OITS is looking to replace the current OITS firewall hardware, which are slated for end of life in 2023, migrate the existing firewalls onto the new hardware, and develop an onboarding process to allow other agencies to migrate into the upgraded environment. The replacement firewall system will monitor the network and inspect traffic, inclusive of applications, threats, and content. The firewall functions to prevent known and unknown warnings by blocking all tactics and restricts the unauthorized transfer of sensitive data and files and safely facilitates unrelated activity on the Internet, resulting in improved security posture and reduced incident response times. The replacement will enable to state to continue operations on supported firewalls as well as provide increased security intrusion protection as well as DNS and web filtering.

Architectural Statement

The Office of Information Technology Services (OITS) complies with ITEC Policies 4010 and 9500 as found at <https://ebit.ks.gov/itec/resources/policies/itec-policy-4010> and <https://ebit.ks.gov/itec/resources/policies/itec-policy-9500>

Current, planned, and future OITS projects are compliant with the Kansas Information Technology Architecture version 12.0. In-house development and vendor supplied technologies will be implemented in accordance with State Architecture standards.

Industry best practices and future-looking knowledge of State of Kansas Agency IT requirements were used to craft the solutions provided by the Firewall Replacement Project.

Ownership of Software Code and Related Intellectual Property Statement

The Office of Information Technology Services complies with ITEC Policy 1500 as found at : https://ebit.ks.gov/docs/default-source/itec/itec_policy_1500.pdf

The Firewall Replacement is an infrastructure project. All Software Code and related Intellectual Properties will be owned and controlled by Kansas Information Security Office (KISO) under OITS.

Accessibility Statement

The Office of Information Technology Services complies with the Accessibility Statement (ITEC Policy 1210) as found at <https://ebit.ks.gov/itec/resources/policies/policy-1210>.

The Firewall Replacement project will migrate the existing firewalls onto new hardware that will prevent known and unknown warnings by blocking all tactics and restricts the unauthorized transfer of sensitive data and files and safely facilitates unrelated activity on the Internet. Any potential interfaces will be compliant to ITEC Policy 1210.

Voluntary Product Accessibility Template® (VPAT®) attached.

Electronic Record Retention Statement

The Firewall Replacement is a state infrastructure project. The upgraded firewall system will monitor the network and classify all traffic, inclusive of applications, threats, and content. Any record retention policy that exists today within an agency will be utilized with the upgraded solution.

1. For each business function supported by the new system, what paper records are being replaced and which will continue to exist in both paper and electronic form?

This project will not replace any paper records; however, the records for tracking system access and activity will continue to exist in an electronic format.

2. What new business functions will be implemented?

New business functions will not be implemented.

3. What are the reasons for performing the business functions?

The firewall Replacement will continue to allow us to monitor the activity of our network and prevent intrusions with vendor supported hardware.

4. What legal, regulatory, or operational requirements, including State Records Board approved retention schedules, exist for keeping records related to each business function?

N/A

5. Will any of the data necessary to document the business functions either be maintained in another system within the agency or in a system outside the agency? If so, please specify.

N/A

6. What are the legal, regulatory, or operational requirements to providing public access to the records?

OITS will comply with the Kansas Open Records Act (K.S.A. 45-215 et seq.); however, providing access to the firewall system would constitute a security risk and would be covered as an exception under the Kansas Open Records Act (K.S.A. 45-221).

KISO OITS abides by all applicable federal information compliance standards when applicable. See ITEC 8010A for standards.

7. What are the legal, regulatory, or operational requirements for controlling access to the records in order to ensure confidentiality?

In most cases PII would not appear in the firewall logs, however, there is a possibility that it may see unencrypted PII. Only cleared (background checked) individuals would have the possibility of seeing this information. When we see PII we contact the organization and advise them to stop logging PII. Currently we do not inspect encrypted traffic.

8. Identify all records with retention periods of ten or more years that will be affected by the project or indicate that the project has no such records involved.

N/A

9. Estimate of the three-year total cost of addressing records identified in No. 8 above and included on the DA519, Item #8.

N/A

Risk Identification Summary (Top Five Risks)

A description of project risks, the probability of the risk occurring, the impact of the risk on the project, and the suggested mitigation activities.

Last Risk Assessment Date: December 20, 2021

Prepared by: Mark Abraham / Lee Adams

<i>Category</i>	<i>Prob</i>	<i>Imp</i>	<i>Risk</i>	<i>Mitigation Approaches</i>
Technology	Med	High	There is potential for project delays should there be issues with hardware delivery.	Order equipment immediately after project acceptance. Maintain in constant communication with the vendor regarding timeline, needs, and expectations.
Operational	Med	High	There is a potential for operational impacts such as network downtime and unsecured network access should we not receive/install the hardware within the required timeframe.	Ensure milestones/deliverables are met by tracking vendor hardware and vendor availability.
Financial	Low	Low	Availability of Funds	Use of financial models to understand the actual project costs and recovery period.
Project Management	Low	Med	There is potential for scope creep should we determine we need vendor assistance for more than 2 of the 14 firewalls requiring migration. Possibility of black out dates by agencies during time of migration.	Ensure OITS resources are present at each migration and/or vendor demonstration so that they receive the proper training and are comfortable performing the remaining migrations with no vendor support. Maintain agency communication to ensure no conflicts are present.
Resources	Low	Med	Due to competing priorities, there is a potential for OITS resources to become unavailable during the project for meetings, trainings, migrations, etc.	Mitigate by eliciting management support for making OITS resources available when needed. May record meetings and vendor training sessions/demos for OITS resources may review and get up to date on the project tasks.

Legend

Prob = Probability of Occurrence

Imp = Impact

RISK ASSESSMENT MODEL
High Level Plan - Summary Report
Ver. 1.0

Agency Name: OITS

Project Name: Big Iron Firewall Replacement

1. Introduction

The Risk Assessment Model measures risk in distinct areas. Below are the average scores based on the results from the questionnaire. Each area indicates the measured risk on a scale from 1 to 9, with 9 being the highest risk. Scores lower than 2.0 are considered "Low Risk", scores higher than 2.0 are "Medium Risk" and scores higher than 3.0 are considered "High Risk".

2. Summary

Score	Risk Level	Risk Area
1.0	LOW	Strategic Risk
4.7	HIGH	Financial Risk
3.6	HIGH	Project Management Risk
1.7	LOW	Technology Risk
1.0	LOW	Change Management / Operational Risk

Note: If you get "#VALUE!" as a result in any of the "Score" or "Risk Level" fields, you have unanswered questions. Go back and check your answers.

3. Signature

I have reviewed the results of the Risk Assessment Model. The results are indicators only and do not represent all the risks of the project. ITEC will use the results as the basis of discussion, and will not rely solely on the output.

Mark Abraham
Project Director

RISK ASSESSMENT - Summary Report
High Level Plan - List of Comments
(Expand Row Height to Show all Text)

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10
- 11
- 12
- 13
- 14