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

Kansas
Office of Information Technology Services

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

Jeff Maxon, Interim Chief Information Technology Officer

Laura Kelly, Governor

September 7, 2023

Todd Herman, Director
Procurement and Contracts

Dear Mr. Herman:

The detailed project plan for the University of Kansas Medical Center UPS Replacement Project is enclosed. Chris Harper is the primary contact for the project and can be reached at (913) 945-8543. This letter constitutes approval of the project pursuant to K.S.A. 75-7209.

UPS Replacement Project is an infrastructure project and thus does not fit traditional project monitoring parameters. The project is required to provide quarterly project reporting transmittal pages for the duration of the project. However, we are exempting the project from all other quarterly report requirements contained in ITEC Policy 2500.

This project has a total project cost of $333,797. The quarterly KITO fee for the project will be $117 and will be billed from the start of Execution until receipt of the project's Post Implementation Evaluation Report (PIER).

Respectfully,

DocuSigned by:
75B1A637DD8540F...
Steve Selaya, AVC and Deputy CIO, Information Technology Services
The University of Kansas Medical Center

DocuSigned by:
Jeff Maxon
670B8750658F441...
Jeff Maxon, Interim CITO
Executive Branch

cc: Kelly O'Brien, CITO, Judicial Branch
Alan Weis, CITO, Legislative Branch
Adam Proffitt, Director of the Budget
James Fisher, KLRD
JCIT Membership
Kelly Johnson, OPC
Brian Reiter, OITS
Chris Harper, KUMC
DeAnna Villarreal, KUMC
Megan Burton, KSHS
Cole Robison, OITS
Alex Wong, CITA
Sara Spinks, KITO

The University of Kansas Medical Center

Department of Information Technology Services

August 31, 2023

Jeff Maxon, Interim Chief Information Technology Officer of Executive Branch
900 SW Jackson Street, Room 804-N
Landon State Office Building
Topeka, KS 66612

Dear Jeff Maxon,

This letter is a formal request for approval of our Detail Level Project Plan and to begin the Execution Phase of our IT Infrastructure project - UPS Replacement Project.

The UPS located in our Sudler data center provides back up power to University IT infrastructure as well as conditioning power to eliminate spikes and sags which can damage equipment. In the event of a power failure the UPS is critical to maintain IT operations for research, education, and support services across the enterprise.

The replacement UPS will be modular so that we can grow the capacity as needed and 'right sizes' the UPS to our current requirements.

The current UPS is over 15 years old and the estimated cost to replace the batteries exceeds the cost of a new UPS.

The project is being funded through the KUMC State General Appropriation (APP) funds.

We look forward to hearing from you soon.

Sincerely,

Steve Selaya
AVC and Deputy CIO, Information Technology Services
The University of Kansas Medical Center
3901 Rainbow Blvd.
Kansas City, Kansas 66160
913-588-4835
sselaya@kumc.edu

cc: Chris Harper, Chief Information Officer
DeAnna Villarreal, Director, EITA

State Entity Checklist for Detailed IT Project Plan

State Entity: The University of Kansas Medical Center Project Name: UPS Replacement Project Greater than $250,000/ less than $1,000,000 (Y/N): Y (Infrastructure project to replace our UPS) Greater than $1,000,000 (Y/N): N	Included (Y/N) If no, Explain
IT Project Plan Documents	
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	X
IT Project Request Explanation--DA518	X
IT Cost Benefit Statement--DA519	X
Work Breakdown Structure @ 8/80 hr duration/elapsed calendar time level	
Task Name (tasks should be descriptive)	X
Duration (total duration/elapsed calendar time)	X
Work (total person/hours of effort for all resources for the task)	X
Start	X
Finish	X
Dependencies (Predecessors)	X
Resource Names (assigned to the task)	X
Milestone	X
Work Product Identification (Form ITEC PM02-6)	X
Architectural Statement (ITEC Policy 4010 and 9500) https://ebit.ks.gov/itec/resources/policies	
Listing of products and standards that will be implemented to accomplish the project including a statement of compliance with ITEC Policy.	X
If different, attach CITA waiver	
Ownership of Software Code and Related Intellectual Property (ITEC Policy 1500) https://ebit.ks.gov/docs/default-source/itec/itec_policy_1500.pdf	
Statement of compliance	X
If different, attach CITO waiver	
Privacy Statement (Privacy Act 1974, Health Insurance Portability & Accountability Act 1996-HIPAA) https://www.justice.gov/opcl/overview-privacy-act-1974-2015-edition	
https://www.hhs.gov/hipaa/index.html	
1. What information is included	X
2. Why is it collected	X
3. How will it be used	X
4. Exclusion opportunities	X
5. 1974 Act implementation	X
6. Other privacy requirements	X
7. Total privacy cost estimate	X
Security Statement (ITEC Policies 7230, 9500, 7300) https://ebit.ks.gov/itec/resources/policies	
Statement of compliance regarding security measures, technologies used, compliance with policy & standards	X
If different, explain	
Accessibility Statement (ITEC Policy 1210) https://ebit.ks.gov/itec/resources/policies/policy-1210	
Confirm the project will comply with ITEC Policy 1210 requirements by attaching a completed Accessibility Conformance Report (ACR) produced using the Voluntary Product Accessibility Template® (VPAT®), version 2.0 or later, for the product(s) procured, provided as a service, or custom-built. If requirements are to be developed as part of project, indicate that VPAT requirements will be included. See VPAT at: https://www.itic.org/policy/accessibility/vpat.	X
If VPAT/ACR indicates compliance on all items, provide statement identifying task number(s) in WBS where verification of overall compliance will occur. For any VPAT/ACR item(s) where full compliance is not indicated, identify task number(s) in WBS where remediation of compliance issues will occur, and the task number(s) that will include verification of overall compliance. **If product is not anticipated to be compliant upon initial implementation, please attach State ADA Coordinator exception.** If accessibility standards do not apply, please provide explanation.	X
Attach approval letter from State Director of IT Accessibility.	X
Electronic Record Retention Statement https://www.kshs.org/p/electronic-records/11334 (K.S.A. 45-403 and K.S.A. 45-213 through 45-223)	
1. Identify replaced paper records	X
2. Identify new business functions	X
3. Reasons for business functions	X
4. Records requirements for business function	X
5. Documents in another system?	X
6. Public access requirements	X
7. Access control requirements	X
8. Identify all records with retention period of ten or more years	X
9. Estimate three year cost of addressing records identified in No. 8	X
Attach approval letter from State Archivist.	X
Risk Identification Summary (Form ITEC PM02-11a)	X
Risk Assessment Model (RAM) Summary - Detailed Plans	X
Fiscal Note, if appropriate	
Electronic copy submitted two - 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	
UPS Replacement Project	High	**Planning Start:**	11/16/2022
Agency:		**Execution Start:**	10/2/2023
The University of Kansas Medical Center		**Close-Out End:**	1/11/2024
4. Project Description and Justification:	**Date Submitted:**	8/31/2023	

The UPS located in the Sudler data center provides back up power to University IT infrastructure as well as conditioning power to eliminate spikes and sags which can damage equipment. In the event of a power failure the UPS is critical to maintain IT operations for research, education, and support services across the enterprise.
The replacement UPS will be modular so that we can grow the capacity as needed and 'right sizes' the UPS to our current requirements.
The current UPS is over 15 years old and the estimated cost to replace the batteries exceeds the cost of a new UPS.

Is this an Infrastructure Project? (Y/N)	Y
Will Business Process Modeling be completed during the IT project and business design? (Y/N)	N
Will national and/or industry data standards be used? (Y/N)	Y
If yes, please specify.	We are consulting very closely with vendors to ensure adherence to all applicable industry standards and best practices.

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.

Server and Storage Infrastructure, Networking and IT leadership teams will be working with Facilities Operations engineering and leadership to determine the best fit for the new UPS. Work includes reviewing design, electrical, HVAC and other IT items needed to develop the scope of the project.

5. Estimated Project Cost

Category	Cost
Internal Cost (Salaries)	$0
Contractual Services	$0
Commodities	$0
Capital Outlay	$333,680
Sub-Total Project Costs	$333,680
Total KITO Rate Fee	$117
Total Project Costs	**$333,797**

KITO Rate Structure

Project Value Range		Quarterly Rate
$250,000	$10,000,000	0.00350
$10,000,001	Greater	0.00050
Infrastructure Projects		0.00035

Project Quarterly KITO Fee: $117

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	11/16/2022	9/29/2023	$0	$0	$0
Execution					
Execution	10/2/2023	12/10/2023		$333,680	$333,680
Enter Subproject 2 Name if Applicable					$0
KITO Rate				$117	$117
Enter Subproject 4 Name if Applicable					$0
Enter Subproject 5 Name if Applicable					$0
Execution Sub-Total	10/2/2023	12/10/2023	$0	$333,797	$333,797
Close-Out	12/18/2023	1/11/2024	$0	$0	$0
Grand Internal, External, and Total Costs			$0	$333,797	**$333,797**

7. Amount by Source of Financing:

State Fiscal Years	1. APP	2.	3.	4.	5.	6.	7.	Total
SFY 2023								$0
SFY 2024	$333,797							$333,797
SFY 2025								$0
SFY 2026								$0
SFY 2027								$0
SFY 2028								$0
Total Project Costs	$333,797	$0	$0	$0	$0	$0	$0	**$333,797**

Description of funds listed above

Source of funds for the project will be KUMC State General Appropriation (APP) - FD0503

Revised 5/22

INFORMATION TECHNOLOGY PROJECT REQUEST EXPLANATION -- DA 519

1. Project Title	2. Estimated Dates		Projected Months from Execution to Close-Out
UPS Replacement Project	Planning Start:	11/16/2022	4
	Execution Start:	10/2/2023	
	Close-Out End:	1/11/2024	

3. Agency	4. Project Director/Project Manager
The University of Kansas Medical Center	DeAnna Villarreal/Jeff Blomendahl

5. Qualitative and Quantitative Savings Explanation

Downtime Loss Avoidance - the UPS unit being replaced is end of life/end of support. This project replaces the unit in our main Sudler Data Center. It provides back up power to University IT infrastructure as well as conditioning power to eliminate spikes and sags which can damage equipment The Sudler data center is a critical piece of infrastructure for KUMC. In the course of an event, if the data center is down there would be significant loss of productivity for several hundred researchers as well as faculty and staff on the campus who use the Sudler Data Center systems on a daily basis to complete their tasks.

6. Qualitative and Quantitative Savings Estimate

Description of Savings		SFY 2023	SFY 2024	SFY 2025	SFY 2026	SFY 2027	SFY 2028
Cost Avoidance (Soft Dollars)							
1) The UPS being replaced is at end of life/end of support and a catastrophic failure of this equipment could cause							
a significant disruption to server connectivity and performance. Loss of productivity of an estimated 2,000							
faculty/staff unable to use these servers/network services. Estimating an average salary of $75,000 a year with a 1%			$1,650,000	$1,815,000	$1,996,500	$2,196,150	
(20 hours) loss of access: Another example of the loss of productivity is for our researchers unable to use these servers							
to access their research data. Estimating an avg. researchers salary of $150,000 a year and a loss of productivity of 2 % (40			$660,000	$726,000	$798,600	$878,460	
Subtotal	$10,720,710	$0	$2,310,000	$2,541,000	$2,795,100	$3,074,610	$0
Cash Savings (Hard Dollars)							
Subtotal	$0	$0	$0	$0	$0	$0	$0
Other (Include Intangible Benefits)							
Subtotal	$0	$0	$0	$0	$0	$0	$0
Quantitative Savings	$10,720,710	$0	$2,310,000	$2,541,000	$2,795,100	$3,074,610	$0

7. Summary*		SFY 2023	SFY 2024	SFY 2025	SFY 2026	SFY 2027	SFY 2028
Project Costs **Total**	$333,797	$0	$333,797	$0	$0	$0	$0
Net Cost Benefit **Total**	$10,386,913	$0	$1,976,203	$2,541,000	$2,795,100	$3,074,610	$0
Cost Benefit per Month	$2,680,178						
Calendar Months to Break Even	0						

8. Ongoing Cost	SFY 2023	SFY 2024	SFY 2025	SFY 2026	SFY 2027	SFY 2028
Operational Cost for three ensuing SFYs			$0	$0	$0	

* 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

Project Management Plan: Work Product Identification

Deliverable Name	*Due Date*	*Date Delivered*	*Point of Contact*
UPS Hardware/Electrical Needs Defined	2/13/2023	2/13/2023	DeAnna Villarreal
UPS Received	9/29/23		DeAnna Villarreal
Cutover to new UPS	12/10/23		Jeff Blomendahl
Lessons Learned Document	12/21/23		DeAnna Villarreal
PEIR Report Completed	1/8/24		DeAnna Villarreal

WAN and Data Center Project

WBS Task No	WBS Task Description	Duration	Work	Start	Finish	Predecessors	Resource Names	Milestone
WBS	**UPS Replacement Project**	**421**	**292**	**11/16/2022**	**1/11/2024**			
Planning Phase		**317**	**120**	**11/16/2022**	**9/29/2023**			
1	**Define UPS/Facilities Needs**	**89**	**24**	**11/16/2022**	**2/13/2023**			
1.1	Review infrastructure and complete definition of hardware needs	**15**	8	11/16/2022	12/1/2022		Project Mgr, SSI, Facilities Ops	
1.2	Determine layout of new UPS in Sudler data center	**60**	8	12/2/2022	1/31/2023	1.1	SSI, Facilities Ops	
1.3	Define electrical/HVAC needs	**73**	8	12/2/2022	2/13/2023	1.1, 1.2	Project Mgr, SSI, Facilities Ops	
1.4	*UPS/Facilities needs defined*	**0**	*0*	*2/13/2023*	*2/13/2023*			*UPS Hardware/Electrical Needs Defined*
2	**High Level Project Plan**	**91**	**56**	**2/13/2023**	**5/15/2023**			
2.1	Prepare High Level Project Plan	**16**	16	2/13/2023	3/1/2023	1.3	Project Mgr, SSI	
2.2	Submit Plan to CITO	**0**	8	3/2/2023	3/2/2023	2.1	Project Mgr	
2.3	CITO Review	**25**	8	3/3/2023	3/28/2023	2.2	CITO	
2.4	CITO Approval	**19**	8	3/29/2023	4/17/2023	2.3	CITO	
2.5	CITO Review of RFP Specifications	**5**	8	3/22/2023	3/27/2023	1.3	CITO	
2.6	Submit UPS RFQ	**1**	8	5/14/2023	5/15/2023	2.5	Project Mgr, Admin	
2.7	*CITO high level project plan completed*	**0**	*0*	*5/15/2023*	*5/15/2023*			*Approval of High Level Plan*
3	**Detailed Project Plan**	**79**	**40**	**7/5/2023**	**9/22/2023**			
3.1	Prepare Detail Level Project Plan	**56**	16	7/5/2023	8/30/2023	2.4	Project Mgr, SSI	
3.2	Submit Plan to CITO	**0**	8	8/31/2023	8/31/2023	3.1	Project Mgr	
3.3	CITO Review	**20**	8	9/1/2023	9/21/2023	3.2	CITO	
3.4	CITO Approval	**0**	8	9/22/2023	9/22/2023	3.3	CITO	
3.5	*CITO detail level project plan completed*	**0**	*0*	*9/22/2023*	*9/22/2023*			*Approval of Detailed Plan*
4	**Hardware Acquisition**	**134**	**32**	**5/18/2023**	**9/29/2023**			
4.1	RFP posted for UPS	**20**	8	5/18/2023	6/7/2023	2.5	Admin, Purchasing	
4.2	Review UPS Bid Submissions	**6**	8	6/8/2023	6/14/2023	4.1	Project Mgr, Admin, SSI	
4.3	Award UPS to Winning Vendor	**1**	8	7/25/2023	7/26/2023	4.2	Project Mgr, Admin	
4.4	Purchase UPS	**1**	8	7/27/2023	7/28/2023	4.3	Admin	
4.5	UPS Received	**63**	8	7/28/2023	9/29/2023	4.4	Admin	
4.6	*UPS Received*	**0**	*0*	*9/29/2023*	*9/29/2023*			*Hardware Received*
Execution Phase		**69**	**124**	**10/2/2023**	**12/10/2023**			
5	**Installation of New UPS**	**69**	**124**	**10/2/2023**	**12/10/2023**			
5.1	UPS delivered to the Sudler Data Center	**1**	8	10/2/2023	10/3/2023	4.5	Vendor, SSI	
5.2	Unbox and place UPS and PDU's in designated location	**1**	8	10/3/2023	10/4/2023	5.1	Vendor, SSI	
5.3	Run electrical cables from the UPS	**18**	40	10/9/2023	10/27/2023	5.2	Facilities Ops, Electrical Sub-Contractor	
5.4	Run electrical cables to building and emergency power circuit brea	**22**	40	10/30/2023	11/21/2023	5.3	Facilities Ops, Electrical Sub-Contractor	
5.5	Connecting UPS to building power (normal and emergency)	**1**	8	12/4/2023	12/5/2023	5.4	Facilities Ops, Electrical Sub-Contractor	
5.6	UPS Start Up (testing and validation)	**1**	8	12/6/2023	12/7/2023	5.5	Vendor	
5.7	Cutover from old UPS and new UPS	**2**	12	12/8/2023	12/10/2023	5.6	Facilities Ops, SSI	
5.8	*Installation of UPS completed*	**0**	*0*	*12/10/2023*	*12/10/2023*			*Cutover from old to new UPS*
Close-Out Phase		**24**	**48**	**12/18/2023**	**1/11/2024**			
6	**Project Lessons Learned Session**	**3**	**16**	**12/18/2023**	**12/21/2023**			
6.1	Plan and prepare for lessons learned	**1**	8	12/18/2023	12/19/2023	5.5	Project Mgr,	
6.2	Conduct Lessons Learned session	**1**	8	12/20/2023	12/21/2023	6.1	Project Mgr, Admin	
6.3	*Lessons Learned Document Complete*	**0**	*0*	*12/21/2023*	*12/21/2023*			*Lessons learned Document*
7	**Prepare Post Implementation Evaluation Report (PIER)**	**5**	**16**	**1/3/2024**	**1/8/2024**			
7.1	Draft PIER	**1**	8	1/3/2024	1/4/2024	6.2	Project Mgr,	
7.2	Review and Finalize report	**3**	8	1/5/2024	1/8/2024	7.1	Project Mgr, Admin	
7.3	*Submit PIER to KITO*	**0**	*0*	*1/8/2024*	*1/8/2024*			*PIER report*
8	**Celebrate Project Completion**	**2**	**16**	**1/9/2024**	**1/11/2024**			
8.1	Plan and prepare for celebration	**1**	8	1/9/2024	1/10/2024	7.2	Project Mgr	
8.2	Celebrate	**0**	8	1/11/2024	1/11/2024	8.1	Project Mgr, Admin	
8.3	*Close Out Phase Complete*	**0**	*0*	*1/11/2024*	*1/11/2024*			*Celebration at KC Joe's!*

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

Kansas Historical Society

785-272-8681, ext. 272
megan.burton@ks.gov
kshs.org

Patrick Zollner, Executive Director

Laura Kelly, Governor

September 1, 2023

Jeremy Pennington, Chief Information Security Officer
The University of Kansas Medical Center
4330 Shawnee Mission Pkwy.
Fairway, KS 66205

Dear Mr. Pennington,

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 the Executive Branch Chief Information Technology Officer.

In compliance with this process, DeAnna Villarreal, Director of Enterprise IT Architecture, recently sent to me for review an Electronic Records Retention Statement for the KUMC UPS Replacement Project detail-level plan. It is clear that this is an infrastructure only plan and does not impact records.

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

Sincerely,

Megan Burton

Megan Burton
State Archivist

Cc: Cole Robison, Director of IT Accessibility, OITS
DeAnna Villarreal, Director of Enterprise IT Architecture, KUMC

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

Kansas
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Phone: (785) 296-3463
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Jeff Maxon, Interim Chief Information Technology Officer

Laura Kelly, Governor

September 7, 2023

Steve Selaya
AVC and Deputy CIO, Information Technology Services
The University of Kansas Medical Center
3901 Rainbow Blvd.
Kansas City, Kansas 66160

Dear Mr. Selaya:

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 DeAnna Villarreal an Accessibility Statement for the UPS Replacement Project for review in compliance with this process.

This statement indicates that the system will be located in maintenance spaces and only accessed by service personnel, such that it meets the general exception of Section 7.3.4 of ITEC Policy 1210. As such, no further exception is required pertaining to ITEC Policy 1210. It should be noted that this exception does not relieve the University of Kansas Medical Center of any obligations or requirements mandated by any other applicable regulation, law, or statute, including, but not limited to, the Americans with Disabilities Act and the Kansas Act Against Discrimination.

The Accessibility Statement for the UPS Replacement Project detailed plan is approved. A copy of this letter should be included with the submittal of the UPS Replacement Project detailed plan for Branch CITO approval.

Sincerely,

DocuSigned by:
Cole D. Robison
B7372BF57AD54B7...

Cole D. Robison
Director of IT Accessibility

cc: Anthony Fadale, State Americans with Disabilities Act Coordinator
Chris Harper, The University of Kansas Medical Center
Sara Spinks, Director, Kansas Information Technology Office
DeAnna Villarreal, The University of Kansas Medical Center

August 31, 2023

RE: **UPS Replacement Project** - IT Infrastructure project for the Kansas University Medical Center (KUMC)

This project will replace the current UPS which is over 15 years old and the estimated cost to replace the batteries exceeds the cost of a new UPS. The new UPS will be modular so that we can grow the capacity as needed and 'right sizes' the UPS to our current requirements.

Architectural Statement

KUMC complies with ITEC Policy 4010 and 9500 found at https://ebit.ks.gov/itec/resources/policies/itec-policy-4010 and https://ebit.ks.gov/itec/resources/policies/itec-policy-9500

UPS Replacement Project - IT Infrastructure project for the Kansas University Medical Center (KUMC)

This project will replace the current UPS which is over 15 years old and the estimated cost to replace the batteries exceeds the cost of a new UPS. The new UPS will be modular so that we can grow the capacity as needed and 'right sizes' the UPS to our current requirements.

Ownership of Software Code and Related Intellectual Property Statement

KUMC complies with ITEC Policy 1500 as found at https://ebit.ks.gov/docs/default-source/itec/itec_policy_1500.pdf?sfvrsn=3d7ae02b_2.

The UPS Replacement project is a server and storage infrastructure project.

Privacy Statement (Privacy Act 1974, Health Insurance Portability & Accountability Act 1996-HIPAA)

The UPS Replacement project is an infrastructure project and data falling under the Privacy Act is not captured/retained.

1. What information is collected that identifies individuals, organizations, or computers?
No data is being collected.

2. Why is the information collected?
N/A

3. How will the information be used?
N/A

4. Opportunities for individuals or organizations to have all or part of their attributes excluded from the database?
N/A

5. How the privacy provision included in this project help implement the 1974 Privacy Act as interpreted for information technology by the General Accounting Office.
N/A

6. If your state entity is subject to other requirements, such as HIPAA, what are the items you are required to comply with?
N/A

7. Estimate of total cost of addressing privacy issues in the project?
N/A

Security Statement (ITEC Policies 7230, 9500, 7300)
The KUMC – UPS Replacement project is an infrastructure project that complies with the following ITEC Policies:

7230	Enterprise Security Policy - KUMC will comply with ITEC Security Policy 7230.
7300	Security Council Charter - KUMC is an explicit member of this council.
9500	Wireless LANs Policy – KUMC UPS Replacement project is in compliance with the ITEC Security Policy 9500.

Accessibility Statement

Per ITEC 1210 7.3.4 this equipment is in maintenance spaces and only accessed by service personnel.

Electronic Record Retention Statement

This is an infrastructure project and there are no records being retained or replaced.

Risk Assessment Analysis (RAM)

See attached

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: 8/31/2023 Prepared by: DeAnna Villarreal

Category	*Prob*	*Imp*	*Risk*	*Mitigation Approaches*
Resources	**Low**	**Low**	Limited staff availability may prevent installations from being completed in a timely fashion.	**Shift the schedule to accommodate staff schedules.**
Financial	**Low**	**Medium**	Supply chain delays impacting the delivery date	**Working with vendors to get moved up on their priority list. Work with 3rd party provider to keep the old system running longer.**
Time	**Low**	**Medium**	Shifting priorities of sub-contractor due to other projects that must be completed.	**Project staff are included in strategic planning to ensure project completion.**
Time	**Low**	**Medium**	Overly optimistic deadlines for completion/implementation.	**Built in additional duration to account for shifting deadlines.**
Operational	**Low**	**High**	Hardware does not function as expected.	**Work with vendor to acquire replacement hardware. Fall back to existing hardware while waiting for replacement equipment.**

Legend
Prob = Probability of Occurrence
Imp = Impact

RISK ASSESSMENT MODEL
Detailed Plan - Summary Report
Ver. 1.0

Agency Name: The University of Kansas Medical Center

Project Name: UPS Replacment Project

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
1.6	LOW	Strategic Risk
1.0	LOW	Financial Risk
1.8	LOW	Project Management Risk
1.0	LOW	Technology Risk
2.0	MEDIUM	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.

DeAnna Villarreal

Project Director

RISK ASSESSMENT - Summary Report

Detailed Plan - List of Comments

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