

<b>CALIFORNIA TECHNOLOGY AGENCY</b> <b>TECHNOLOGY LETTER</b>	NUMBER: <b>TL 12-02</b>	DATE ISSUED: <b>MARCH 8, 2012</b>
SUBJECT: <b>DATA CENTER ASSIGNMENTS AND CONSOLIDATION</b> <i>Change to Data Center Assignments Report due March 30, 2012.</i>	REFERENCES: Government Code Section 11546.3 SAM Sections 4819.2, 4982.1, and 6560 SIMM Sections 05A, 67A, and 67B ITPL 10-14, 09-04	

## BACKGROUND

Assembly Bill 2408 (Chapter 404, Statutes of 2010) included infrastructure consolidation and energy reduction targets. Information Technology Policy Letter (ITPL) 10-14 and Statewide Information Management Manual (SIMM) Sections 05A, 67A and 67B provide a Data Consolidation Survey and Assessment (S&A) tool and specify the schedule for departments to submit the S&A. Departments have submitted three of five planned S&A reports, with the next report scheduled for March 30, 2012.

## PURPOSE AND DESCRIPTION

This Technology Letter informs that, for the report due March 30, 2012, departments should complete and return the Agency Data Center Floor Space report as described in the Process section of this letter, in lieu of the Data Center S&A.

## PROCESS

This one-time process to complete the simplified Consolidation Survey template will work as follows:

1. The Technology Agency will email a simplified consolidation survey to each department Chief Information Officer. For departments that submitted a Fiscal Year (FY) 2010-11 IT Cost Report (ITCR), the survey's first field contains data center floor space information from that report. The field will be blank for departments that did not submit an ITCR for FY 2010-11.
2. Departments must complete the field entitled "Agency Data Center Facilities – Floor Space (Square Footage) for FY 2010-11 Actual and FY 2011-12 Projection.
3. Departments that did not submit a FY 2010-11 ITCR must also enter the department's name and organization code.
4. Departments should use following naming convention saving the file:  
 Org Code\_Department Acronym\_Data\_Center\_Sq\_Footage\_\_FY2011-12  
 (e.g. 8860\_DOF\_Data\_Center\_Sq\_Footage\_FY2011-12.xls).
5. Departments must send the completed survey to the Technology Agency by March 30, 2012 by emailing it to: [DCAssignments@State.ca.gov](mailto:DCAssignments@State.ca.gov).

## QUESTIONS

Questions should be directed to your Technology Agency Program Management Office (PMO) Principal or Manager. A listing of PMO Principals and Managers and their departmental assignments can be found on the Technology Agency Website located at: [Technology Agency PMO Assignments](#).

## SIGNATURE

\_\_\_\_\_/s/\_\_\_\_\_  
 Carlos Ramos, Secretary  
 California Technology Agency