

<b>CALIFORNIA TECHNOLOGY AGENCY</b> <h1>TECHNOLOGY LETTER</h1>	NUMBER:  <b>TL 12-5</b>	DATE ISSUED:  <b>MARCH 27, 2012</b>
SUBJECT: <b>SUPERSEDE COMPUTER ROOM CONSTRUCTION APPROVAL PROCESS WITH NEW PROCESS</b> Computer Room Construction procedures	REFERENCES: Government Code (GC) 11546.3 SIMM Section 18A, ITPL 09-04	

## BACKGROUND

Information Technology Policy Letter (ITPL) 09-04 established the Computer Room Construction approval process and required agencies<sup>1</sup> to submit an IT Facility/Space Construction Review form to the California Technology Agency (Technology Agency) for approval prior to the proposed construction, expansion, or modification of any computer room. GC 11546.3 requires a 50% reduction in the amount of square footage utilized for data centers.

## PURPOSE AND DESCRIPTION

The purpose of this Technology Letter (TL) is to supersede ITPL 09-04 with a streamlined process to ensure computer room construction requests receive appropriate approval by the Technology Agency. To reduce duplication in the identification of computer room construction, the Technology Agency and Department of General Services (DGS) are developing a memorandum of understanding to ensure DGS will alert the Technology Agency to any computer room construction request so that the Technology Agency can fulfill its responsibilities as required by GC11546.3.

## PROCESS

Effective with the release of this TL, departments and agencies are no longer required by the Technology Agency to submit an IT Facility/Space Construction Review form to the Technology Agency for approval before undertaking any computer room construction, expansion, or modification.

1. Departments must continue to use existing space planning methods such as DGS' Customer Requests: Upgraded Information Sharing Environment, or CRUISE process.
2. Departments and agencies should contact [GreenIT@state.ca.gov](mailto:GreenIT@state.ca.gov) at the Technology Agency if they have specific questions about computer room construction as the Technology Agency remains responsible for ensuring compliance with GC 11546.3.

The Technology Agency delegates to agency or department CIO's the authorization to retain or create agency or departmental policies or processes associated with ITPL 09-04.

## 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 Web site located at: [Technology Agency PMO Assignments](#).

## SIGNATURE

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 /s/  
 Carlos Ramos, Secretary  
 California Technology Agency

<sup>1</sup> When capitalized, the term "Agency" refers to one of the state's super Agencies such as the State and Consumer Services Agency or the Health and Human Services Agency. When used in lower case, the term "agency" refers to any office, department, board, bureau, commission or other organizational entity within state government. Within this TL, "agency" and "department" may be used interchangeably.

STATEWIDE INFORMATION MANAGEMENT MANUAL EXCERPTS

[Note: Text to be deleted is shown in strikethrough; text to be added is shown in bold, italic font.]

**SIMM Section 18 – IT Exemptions**

~~A Computer Room Construction~~

~~B~~ **A** IT Contract Exemptions Associated with Executive Order S-09-09