



May 26, 2022





Introduction of Speaker



Tom Hay Outreach & Training Coordinator/CAM I CTCD/CTCM tom.hay@dir.texas.gov

- 13 years with the State of Texas.
- Joined DIR in September 2011 from TRS.
- Responsible for Outreach & Training to vendors and customers.
- Worked in DIR's Contract Services and managed DIR Cooperative contracts and Shared Technology Services contracts.







Items We'll Discuss

- **DIR Background**
- DIR Shared Technology Services
- **DIR Cooperative Contracts**
- Statement of Work Tips
- Cybersecurity Training Requirements
- Determining IT Procurement Method
- **HUB Opportunities**
- **Questions and Answers**









DIR's Information Technology Products and Services











DIR Service Delivery

Policy & Planning

IT Strategic Planning
Provide IT Standards
Report on State Technology

Policy & Planning

Cooperative Contracts

(DIY) Do it Yourself IT

Hardware/Software

DBITS Services

Staffing Services

Bulk Purchasing

Outsource Managed IT

Data Center Services
Texas.gov Portal
Open Data Portal
Security Services

Shared Technology Services CTS/CCTS
Technology
Services

Communications

Capitol Complex Telephone Internet & Network NSOC - SecOps









Eligible DIR Customers

Texas State Agencies and Institutions of Higher Ed (183)

Local Government (6200+)

- Cities
- Counties
- Public School Districts
- Municipalities
- Junior College Districts
- Special Purpose Districts

Other Organizations

- Assistance Organizations
- Electric Reliability Council of Texas (ERCOT)
- Lower Colorado River Authority (LCRA)
- Private Schools
- Private or Independent Institutions of Higher Education
- Volunteer Fire Department
- Public Safety Entities
- Hospitals
- Public entities outside Texas









IT Procurement & Contracting Process

- The Request for Offer (RFO) method of procurement is used to procure Automated Information System (AIS) and Information Technology (IT) services.
- All DIR contracts are awarded in accordance with statue as set forth by the Texas legislature.
- DIR's Cooperative Contracts allows a customer to directly order with the Vendor by issuing a purchase order (PO) with the DIR contract number referenced.
- Shared Technology Services Contracts offer managed IT services allowing customers to focus on supporting their missions.









DIR Shared Technology Services (STS)





DIR Shared Technology Services Model

State Agency

State Agency

Local Government

K - 12 Education Public Higher Education

Multi-sourcing Services Integrator (MSI)

- Marketplace
- Service Management
- Business Management
- Operations Management
- Customer Relationship Management

Data Center Services

- Texas Private Cloud
- Public Cloud Manager
- Mainframe Services
- Technology Solution Services
- Print, Mail, & Digitization

Texas.gov

- Constituent Payment Portal
- Texas by Texas Digital Assistant
- Identity Solutions

Managed Security Services

- Device Monitoring
- Incident Response
- Assessments

Open Data Portal

Official State
 Repository
 of Publicly
 Available
 Electronic Data











DIR Shared Technology Services: Data Center Services

Multi-sourcing Services Integrator (MSI) - Capgemini

- Marketplace
- Service Management
- Business Management
- Operations Management
- Customer Relationship Management

- Privileged Access
- Policies & Standards

DCS Security Operations SAIC

- Active Threat Identification
- Security Incident and Event Management

- Technology Planning
- Reference Architecture

Technology Solution Services (TSS)

Deloitte

- Solution Consulting
- Project Delivery

Application Services Deloitte

- Application Development
- Application Maintenance
- Legacy Modernization
- Staff Augmentation

Private Cloud Atos

- Managed Server Compute
- Managed LAN/WAN
- Data Center Facilities

Public Cloud Manager Rackspace

- AWS, Azure, Google
- Managed Cloud Services
- Email O365
- Geographic Information Systems

Mainframe Atos

 Managed Mainframe Services

Print Mail Xerox

- Managed Print & Mail
- Digitization
- Document
 Management
 System









DIR Shared Technology Services: Texas.gov

Multi-sourcing Services Integrator (MSI) - Capgemini

Marketplace

- Business Management
- Service Management
- Operations Management
- Customer Relationship Management

Texas.gov Services Deloitte

- Constituent Payment Portal
- Texas by Texas Digital Assistant
- Identity Solutions
- Statewide Internet Portal
- Marketing & Advertising



Texas.gov Payment Texas NIC

- Payment Processing
- PCI Compliance
- State Accounting System Integration









DIR Shared Technology Services: Managed Security Services

Multi-sourcing Services Integrator (MSI) - Capgemini

- Marketplace
- Service Management
- Business Management
- Operations Management
- Customer Relationship Management

Security Monitoring & Device Management AT&T

- End Point Device Management
- Intrusion Detection/Prevention
- Malware Detection/Prevention
- Managed Firewalls
- Security Operations Centers

Incident Response AT&T

- Incident Response and Resolution
- Digital Forensics
- Response Preparedness

Compliance & Risk AT&T

- Controlled Penetration Testing
- Vulnerability Assessments
- Security Risk Assessments
- Web Application Vulnerability Scanning











DIR Shared Technology Services: Open Data Portal

Multi-sourcing Services Integrator (MSI) - Capgemini

- Marketplace
- Service Management
- Business Management
- Operations Management
- Customer Relationship Management

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Business &

Economy

Open Data Portal Tyler Technologies

- Official State Repository of Publicly Available **Electronic Data**
- Self-Service Data Consumption
- Automated Data **Updates**



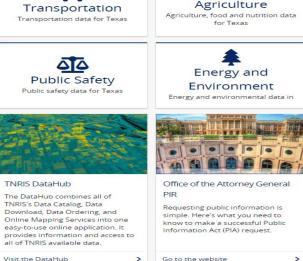
opioid and substance use, and

healthcare utilization, among others.



Permits & Licensing

Data on Permitting and Licensing in













Visit the Texas Demographic Center >

View the data

Telecom



Communications Technology Services

DIR provides a wide variety of telecommunications services to eligible customers throughout the State.

Telecom serves DIR customers in three (3) ways:

- Capitol Complex Telephone System (CCTS)
 designed for agencies in the Capitol Complex
- Texas Agency Network (TEX-AN) including Voice (local and long distance) and Data offerings (internet services)
- Other Telecom Services including Wireless, Conferencing, and Managed Services











Telecommunication Services

Other Telecom Services

Wireless Services

- Mobile satellite solutions;
- Wireless equipment (cellphones, smartphones, accessories, wireless air cards, etc.); and
- Wireless voice and data services.

Conferencing Services *

- Audio Conferencing;
- Video Conferencing;
- Web Conferencing; and,
- Webcasting.
- * These services are offered as part of an overall telecom solution. Standalone conferencing services are made available through DIR's Cooperative Contracts.

Managed Services:

- Management of callprocessing architecture;
- Call Center or Contact Center Services;
- IVR/Auto-Attendant;
- Phone Systems
 Management (PBX, key system, etc.) or
 Integration;
- Network Optimization; and
- Management of Voice and/or Data Networks.











Why Use the DIR Telecom Products and Services?



Save Time

We've already done the work for you. Our contracts meet the State's competitive solicitation requirements.



Increase Your Buying Power

You have the buying power of the State of Texas on your side, bringing you highly competitive rates.



Customer Service You Can Count On

Our team is here for you every step of the way, committed to meeting your needs.



We Make

We bring you the communication products and services you need in the most efficient and costeffective way possible, with value-added services.



Get the Latest & Greatest

We continuously evaluate our offerings so you have access to the best and most current products and services on the market.



Flexibility

If you don't see what you're looking for, we may be able to tailor a plan that gives you what you need.









Cooperative Contracts Program







Cooperative Contracts Benefits



Create Savings

- Leverage the state's buying power to lower prices
- Contain best value
- Bulk Purchase Initiative



Streamlines Purchasing Process

- Reduces purchasing and contract cycle time
- Reduces duplicate efforts
- Access to Historically Underutilized Businesses



Benefits for Vendors

- Simplifies sales process for vendors
- Access to public entities
- Approximately \$2.77 Billion in sales per year





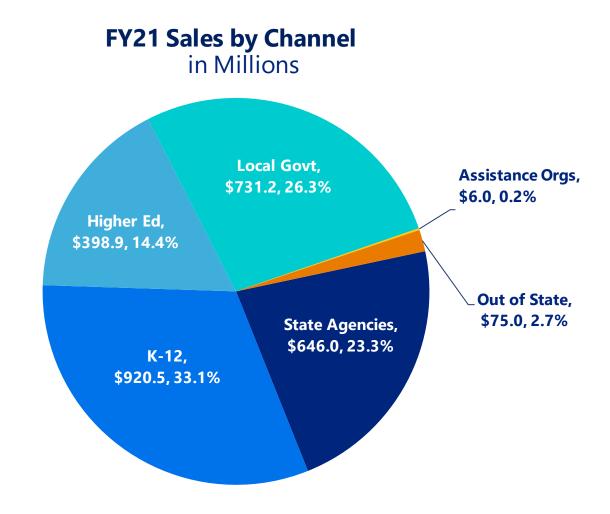




DIR Cooperative Contracts FY21

FY21 = \$2.777B \$409M Savings

*Of the \$2.777B, approximately 34% was spent with HUB vendors.









Cooperative Contracts Products

- Computers
- Software
- Networking Equipment
- Printers & Copiers
- Surveillance Cameras
- Security Products
- Data Storage
- Digital Photography
- Accessibility Products
- Projectors
- Cyber Security Products

- Videoconferencing Equipment
- Classroom Interactive **Products**
- Body Cameras
- Drones
- Disaster Recovery **Products**
- IT Land Based Survey **Products**
- GIS Products











Cooperative Contracts Services

- IT Staffing Services
- Technology Based Training
- End-User IT Outsourcing (Seat Management)
- Managed Document Output
- Deliverables Based IT Services (DBITS)
- Cyber Security Services
- Comprehensive Web Development
- Cloud Managed Services
- Cabling Services

- GIS Mapping Services
- Break/Fix Services
- Telecommunications Products and Related Services:
 - Network and Communications
 - Video Conferencing
 - Web Conferencing
 - Interpreter Services –
 over the phone and video











Bulk Purchase Agreements

DIR negotiates **Bulk Agreements** on behalf of **Customers** to **Streamline** the **Purchasing Process**





Software

Adobe Sign



Various Products and Related Services (i.e., Security products and services)

Link to the Bulk Purchase initiatives on the DIR website:

https://dir.texas.gov/it-solutions-and-services/buying-through-dir/bulk-purchasing?id=39









IT Staffing

Information Technology Staffing Augmentation Contracts (ITSAC) provide for temporary IT Staffing services

- Internships
- Applications/Software Development
- Data/Database Administration
- Web Development
- Quality Assurance (QA) and Testing

- Networking/ **Telecommunications**
- Security
- Project Management
- Technical Services, Help **Desk and Operations**
- IT Services Management (ITSM) Operations

- IT Marketing
- IT Contracting and Procurement









IT Staffing and Portal

- Under the ITSAC (staffing services) contracts, customers have the option of soliciting using either a Request for Resumes or Statement of Work process.
- New customers may request portal access on the <u>ITSAC Customer Portal</u>
- ITSAC webpage: https://dir.texas.gov/cooperative-contracts/it-staffing- services

Please direct any questions to <u>dirstaffaugmentation@dir.texas.gov</u>









Deliverables Based IT Services (DBITS)

DBITS contracts provide deliverables-based, outsourced systems integration or application development projects

- Application Development, Maintenance, and Support, Technology Upgrade, Migration and Transformation; and Enterprise Resource Planning (ERP)
- Business Intelligence (BI), Data Management, Analytics, and Automation, including Data Warehousing
- IT Assessments, Planning, Independent Verification and Validation (IV&V), and IT Procurement Assistance
- Project and Program Management











Cooperative Contract Documents



Cooperative Contract Documents

Common Elements

- Contract Document
- Appendix A Standard Terms and Conditions
- Appendix B HUB Subcontracting Plan
- Appendix C Pricing Index or Statement of Work template

Additional Appendices (as needed) Examples

- Appendix D Service Agreement
- Appendix E Master Operating Lease Agreement
- Appendix F Statement of Work

Amendments

Request for Offer

Contract Documents

Contract documents include all essential contract documents for your procurement



DIR-TSO-4052 Contract

Date posted: 11/01/2017



DIR-TSO-4052 Appendix A Standard Terms and Conditions (per Amendment 2)

Date posted: 12/30/2019



DIR-TSO-4052 Appendix B HUB Subcontracting Form (approved

Date posted: 07/05/2018



DIR-TSO-4052 Appendix C Pricing Index (per Amendment 2)

Date posted: 12/30/2019



DIR-TSO-4052 RFO DIR-TSO-TMP-404

Date posted: 09/17/2021



DIR-TSO-4052 Amendment 1

Date posted: 12/05/2017



DIR-TSO-4052 Amendment 2

Date posted: 12/30/2019

Use the contract page as your resource to download all contract documents.









DIR Cooperative Contracts

Term of your Engagement

- ✓ Customers purchase order/agreement survives DIR Contract, as long as it was issued before DIR Contract Expires.
- ✓ Be aware of any areas where Vendor seeks to vary from DIR terms; can always enhance Customer's terms but not diminish or conflict with DIR contract terms.
- ✓ DIR contract terms generally have priority over almost all vendor documents (note exception for third party license agreements).







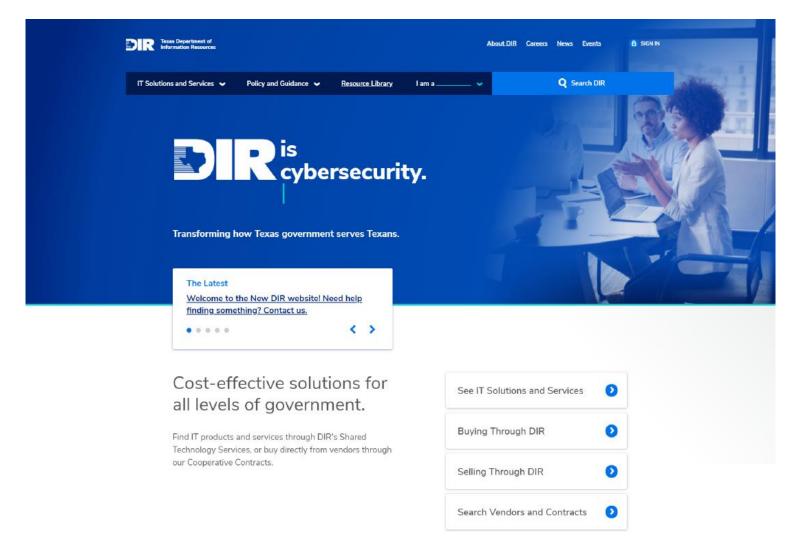


Searching DIR Website



dir.texas.gov

New website launched September 1, 2021



Note: Scroll down on web page for further information.

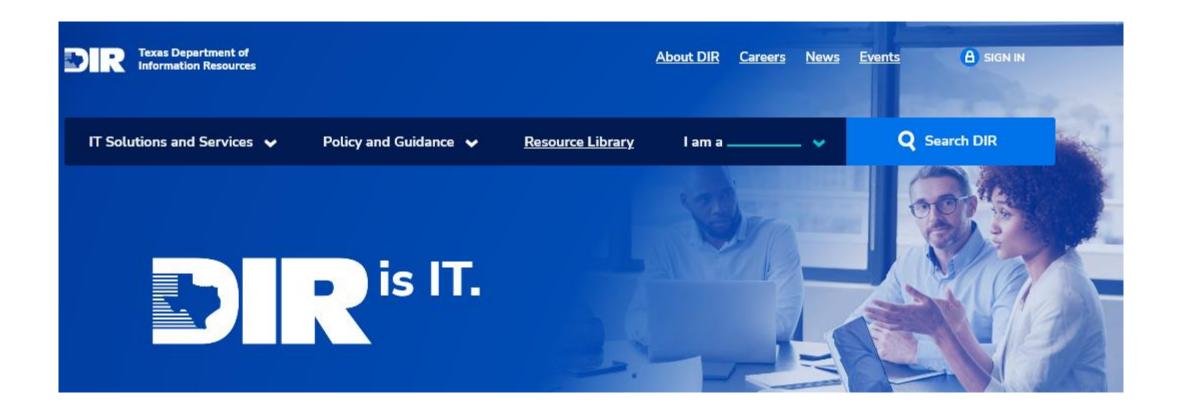








Searching The DIR Website



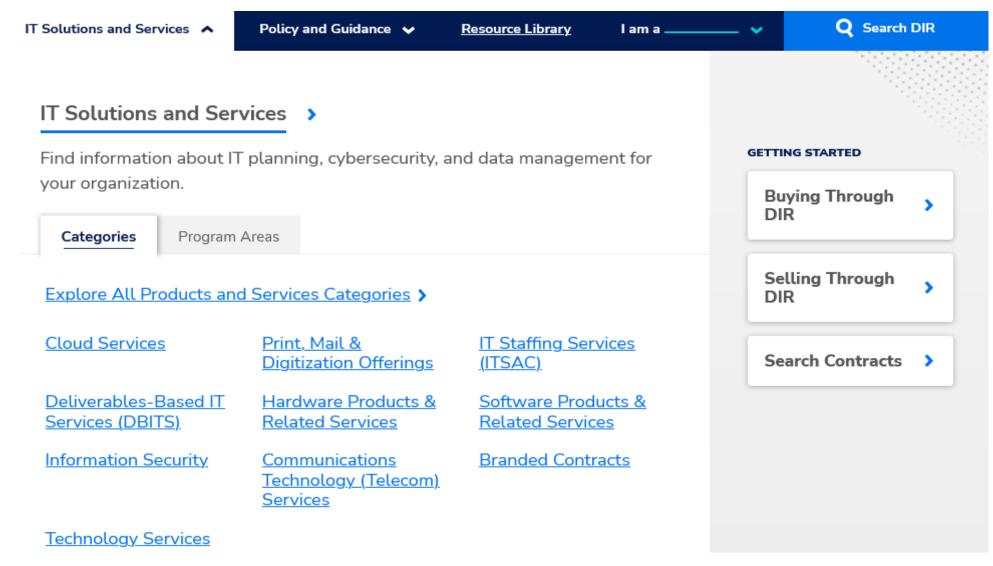








Searching IT Solutions and Services - Categories











Searching IT Solutions and Services – Program Areas

IT Solutions and Services >

Find information about IT planning, cybersecurity, and data management for your organization.

Categories

Program Areas

Cooperative Contracts

Leveraging the purchasing power of the state for IT products and services

Office of the Chief Information Security Officer

Helping ensure the integrity, availability, and confidentiality of information assets

Planning and Guidance

Policies, reports, and guidance on implementing IT for your organization

Communications Technology Services

Statewide communications infrastructure providing voice and data solutions

Shared Technology Services

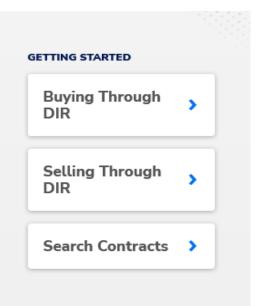
Managed IT services that Texas government organizations can use to accelerate service delivery.

Office of the Chief Data Officer

Working to improve data governance and create value through data sharing

Texas.gov

Providing payment processing, custom app development, technology and operations, customer service, marketing, and more

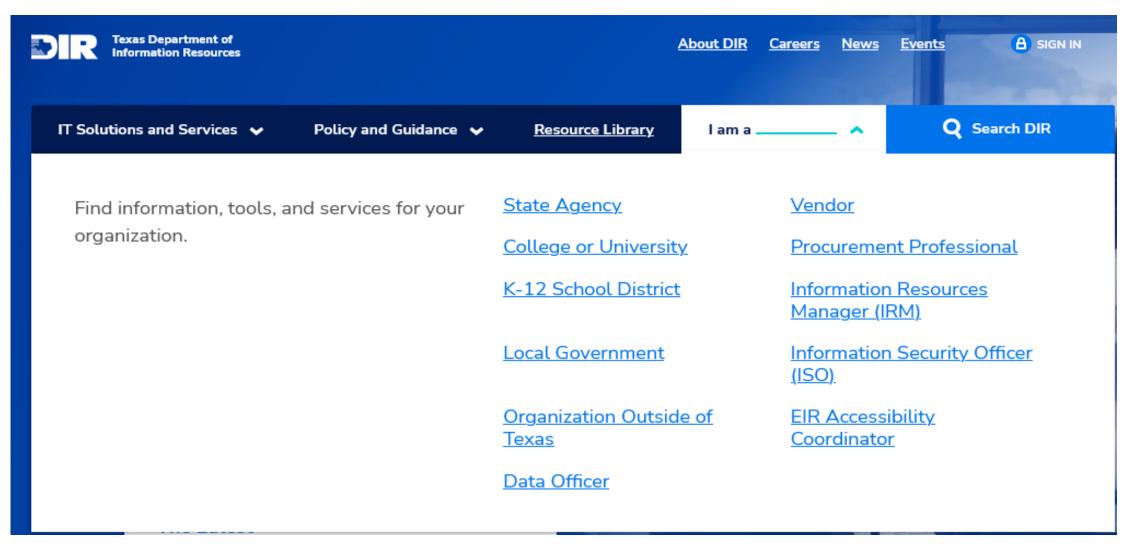








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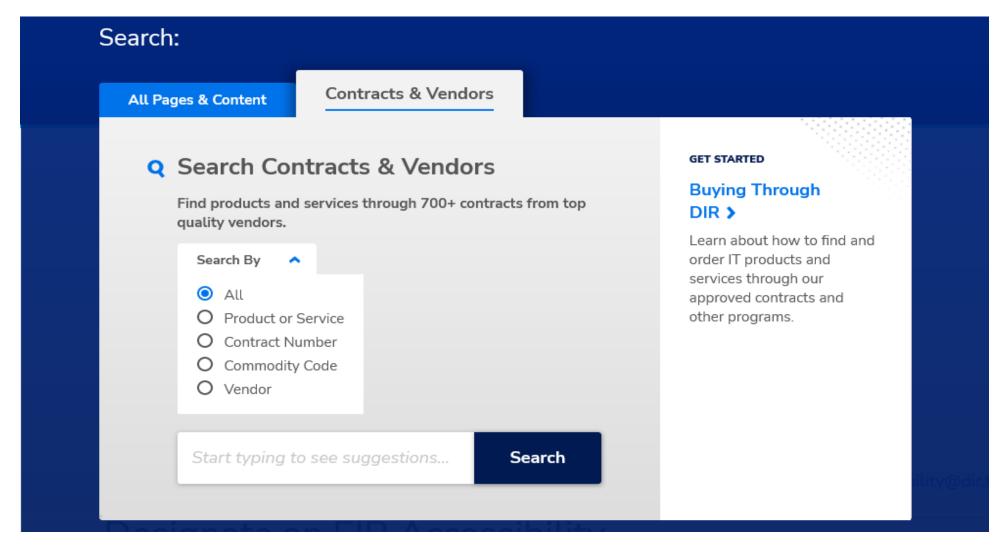








Searching All Contracts and Services













Statement of Work (SOW) Tips



Cooperative Contracts SOW's

Statement of Work Contracts

Services Requiring a SOW include but are not limited to:

- Deliverables-Based Information Technology Services (DBITS)
- End-User IT Outsourcing Services
- IT Security Services
- Cloud Services (when a SOW is executed)
- Comprehensive Web Development
- Document Imaging and Enterprise Content Management (ECM)
- Complex services such as software or hardware customizations, integration, or overall project solutions

These services contracts work from a statement of work, rather than an itemized pricing list. These are *project-based* contracts, rather than product-based.











Tips For Writing The Statement of Work

- Visit the SOW page on the DIR website: https://dir.texas.gov/it-solutions-and- services/buying-through-dir/statement-work-sow for templates and tips on writing a statement of work.
- Visit the DIR YouTube channel for a video on writing an effective statement of work: https://www.youtube.com/watch?

NOTE: Institutions of higher education are *not* required to submit a statement of work to DIR for review prior to awarding a contract to a DIR vendor.





Useful links

SOW page

https://dir.texas.gov/it-solutions-and-services/buying-through-dir/statement-work-sow

DBITS page

http://dir.texas.gov/View-Contracts-And-Services/Pages/Content.aspx?id=41

Legacy Modernization Strategy:

http://dir.texas.gov/View-Resources/Pages/Content.aspx?id=50

EIR Accessibility:

https://dir.texas.gov/electronic-information-resources-eir-accessibility

Security:

https://dir.texas.gov/information-security







Contact Information

Mary Vickery

Customer Procurement
Manager

mary.vickery@dir.texas.gov

512-475-4544

Colleen Berkley

Director, Procurement
Services

colleen.berkley@dir.texas.gov

512-475-4659







Cybersecurity Training Requirements



Cybersecurity Training



Texas Government Code Section 2054.519 State
Certified Cybersecurity Training Programs requires
DIR in consultation with Texas Cybersecurity Council:

- to certify at least five cybersecurity training programs
- for state and local employees, institutions of higher education, school districts and state contractors

- Affects contracts awarded or renewed (as of June 14, 2019)
- Contractors that access state computer systems or databases must complete a certified training program

More information on cybersecurity training and reporting requirements for all entities is available at: https://dir.texas.gov/information-security/statewide-cybersecurity-awareness-training?id=154









Determining the Appropriate I.T. Procurement Method



DIR Service Delivery

Cooperative **Contracts**

(DIY) Do it Yourself IT

Hardware/Software DBITS Services Staffing Services Bulk Purchasing

Outsource Managed IT

Data Center Services Texas.gov Portal Open Data Portal Security Services

Shared Technology Services







Contract Options

Cooperative Contracts

- The Customer manages procurement and contract
- Customers can negotiate for "right-sized" solutions
- Customer must maintain procurement and contract records, including a copy of the DIR master contract
- Customer manages any vendor performance issues during the term of the contract











Contract Options – Cont.

Shared Technology Services (public higher ed)

- Customer contracts directly with DIR (for DCS customers, might be simple amendment to existing IAC)
- DIR is responsible for procurement and contract documentation



- Limited to one-size-fits-most Service structure
- DIR serves as point of escalation for vendor issues









Maximizing HUB Utilization on DIR Contracts



HUB Requirements

HUB Subcontracting Plan (HSP)

- Ensure you have a copy of the most current HSP in your procurement file
- Seek Clarification on HSP (what subcontractors will the vendor use on their HSP, \$ amounts and percentages)
- Progress Assessment Reports (PAR) Vendors are required to submit a monthly PAR
- Make sure HUB Coordinator receives a copy of the PAR
- Any subcontractors NOT on the HSP will need to be added before they can be used
- Contracts have a HUB Goal. Other Services 26% or Commodities 21.1%

Contact DIR HUB Office for assistance dir.hub@dir.texas.gov





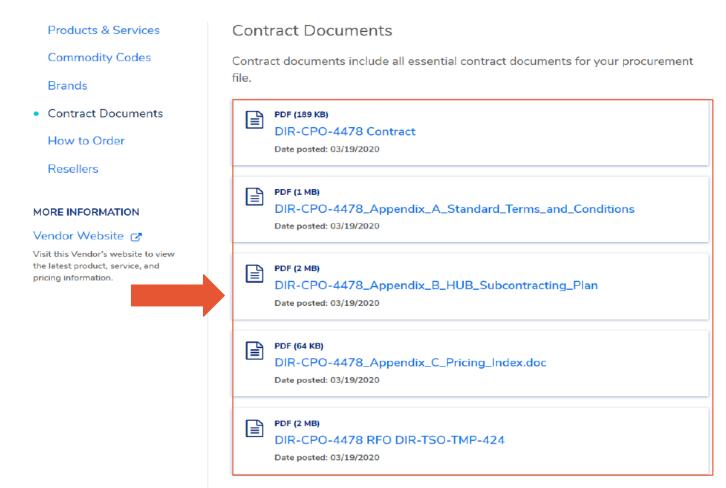




HSPs and DIR Contracts

- What does a HUB Subcontracting Plan (HSP) on a DIR Contract mean?
- Where do I find the HSP?
- What if there is no HSP?

Contract Details & Ordering Information











Progress Assessment Report

Vendors are required to submit a PAR on a monthly basis to their customers.

Appendix A, 9. Contract Administration, B. Reporting & Administrative Fees, 3. Historically Underutilized Businesses Subcontract Reports

a) Vendor shall electronically provide each Customer with Vendor's relevant Historically Underutilized Business Subcontracting Report, pursuant to the Contract, as required by Chapter 2161, Texas Government Code. Reports shall also be submitted to DIR. b) Reports shall be due in accordance with the CPA rules.





HSP vs. PAR Discrepancies

What do you do if you have a subcontractor identified on a PAR that is NOT on the vendor's HSP?











DIR HUB Contacts

Lynn Hodde

Deputy Chief Procurement Officer lynn.hodde@dir.texas.gov (512) 463-9813

Theresa Williamson

HUB Program Manager theresa.williamson@dir.texas.gov (512) 475-4638

Brianna Ballenger

HUB Coordinator brianna.ballenger@dir.texas.gov (512) 475-4909

Kyle Gavit

HUB Coordinator kyle.gavit@dir.texas.gov (512) 475-4953

Laura Zarate

HUB Coordinator laura.zarate@dir.texas.gov (512) 952-1906

dir.hub@dir.texas.gov









Wrap-up and Resources



TX-RAMP Certification

- Texas Senate Bill 475 defined a need for a Texas Risk and Authorization Management Program
 (TX-RAMP) to ensure that cloud services are secured for Texas Government services state
 agencies, institutions of higher education, and public junior colleges.
- The TX-RAMP program manual has been published and is available <u>here</u> on the DIR website. Also on this link you can view a webinar for state agencies and institutions of higher education that was held on November 16, 2021, discussing the TX-RAMP program.
- Effective date of "go-live" was January 1, 2022.
- The associated <u>TAC 202.27</u> and <u>TAC 202.77</u> have already been posted.
- Refer to the DIR website and to other DIR publication avenues for further information about guidelines and requirements.
- TX-RAMP policy is based on the Federal RAMP guidelines. Learn more <u>here</u>.
- Contact information/questions <u>TX-RAMP@dir.texas.gov</u>

Reference Texas Procurement and Contract Management Guide, Appendix 23, Texas Required Contract Clause for TX-RAMP requirements.









Key Takeaways About Offerings

DIR contracts are awarded in accordance with statue as set forth by the Texas legislature.

Cooperative Contracts

- No agreements needed for in-state DIR customers
- Customers order directly from Vendors
- Customers manage their own contracts

Shared Technology Services

- Agreements required for Shared Technology Services
- Customers place orders via DIR Ordering System Portal



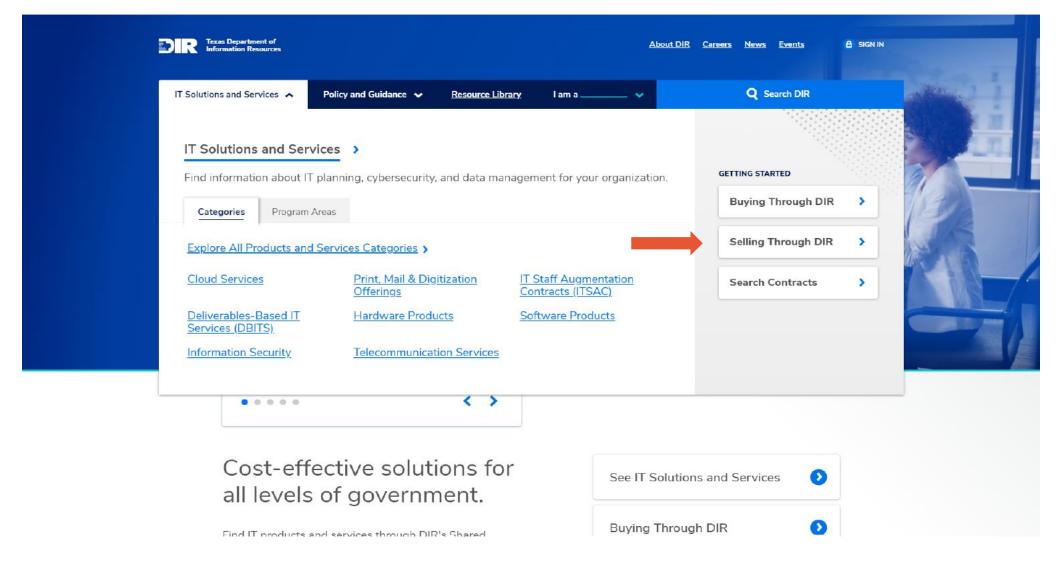








Information for Vendors



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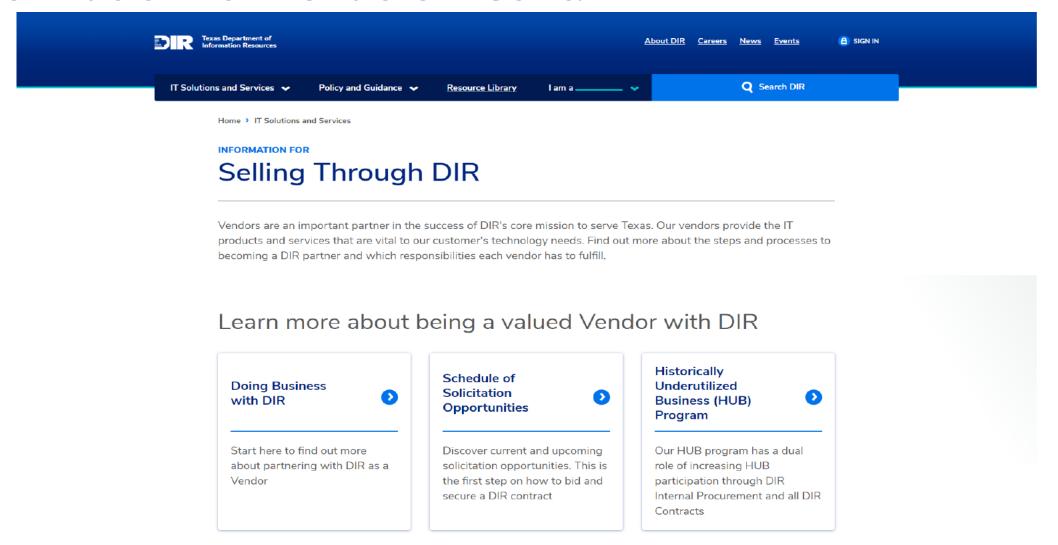








Information for Vendors – Cont.



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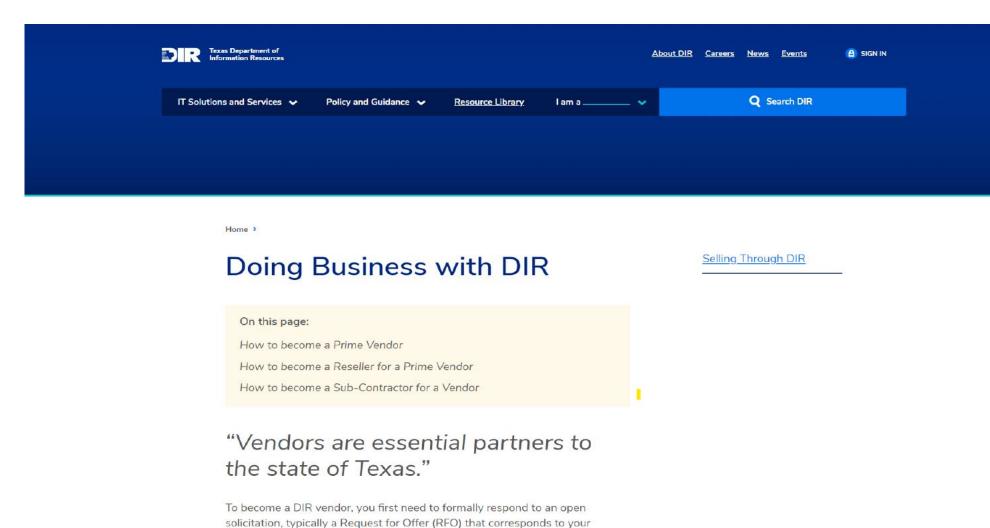








Information for Vendors – Cont.



Note: Scroll down on web page for further information.









Schedule of Solicitation Opportunities

Posted on DIR's website under Selling Through DIR

https://dir.texas.gov/it-solutions-and-services/selling-through-dir/schedule-of-solicitation-<u>opportunities</u>

- Lists initiatives by procurement stage
 - Planning
 - Pre-Solicitation Notices/Requests For Information
 - RFO Postings/Electronic State Business Daily (ESBD)
 - Evaluation
 - Negotiation

Each initiative has a brief description, expected phase completion date, and contact information.







Resources

DIR Website

- Current Contracting Initiatives
- FAQs
- Webinars
- Templates
- Request for Technology Products and Services

Open Data Portal

Join a Mail List [ITSOURCING recommended]

DIR Contract Manager







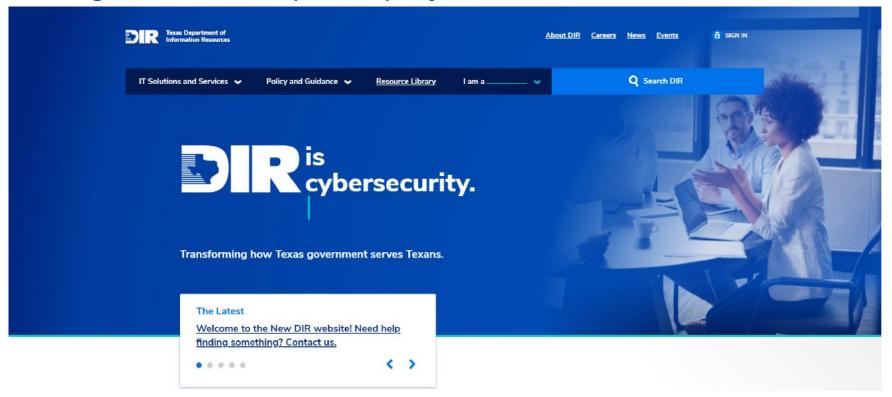




Resources – Stay Connected

IT Sourcing Digest – Sign up on DIR website

Follow timely information on this list including new contract awards, planned procurements, legislative implementation of contracting initiatives, planned and upcoming events and special projects.









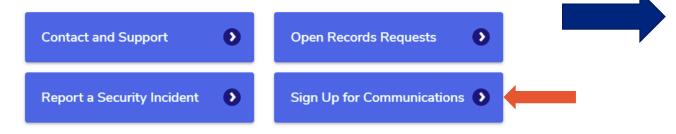


Resources – Stay Connected

IT Sourcing sign up location

(scroll to bottom of DIR home page)

How can we help you?



Note: Be sure to use your work email address. Personal email addresses are not accepted.

Information Technology Professionals in Texas Government - DIRTECH

A discussion list to seek advice from other government IT staff regarding technology problems, post training opportunities, discuss technical issues, request referrals or opinions about IT products and services and share resources and expertise.

Procurement and Contracting - ITSOURCING



Follow timely information on this list including: new contract awards, planned procurements, legislative implementation of contracting initiatives, planned and upcoming events and special projects (such as bulk purchases). Any employee of an organization eligible to utilize DIR contracts may subscribe.

Project Managers in Texas Government - TX-PM **Project Management**

A list that allows project managers in Texas government to share information and to collaborate with their peers regarding; project management processes, techniques, and methodologies; project management training opportunities; referrals or opinions about project management products and services, roles and related processes.

Training Coordinators or Trainers - DIRTRAIN

A discussion list to seek advice and referrals from other government staff regarding training issues. Subscribers post training opportunities or needs, discuss issues involving training, education, e-learning, request referrals or opinions about products and services, share resources and expertise and announce meetings and events.











Contact Information

Hershel Becker

Chief Procurement Officer hershel.becker@dir.texas.gov (512) 475-4617

Lynn Hodde

Deputy Chief Procurement Officer lynn.hodde@dir.texas.gov (512) 463-9813

Theresa Williamson

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Tom Hay

Outreach & Training Coordinator tom.hay@dir.texas.gov (512) 936-7199

Mary Vickery

Customer Procurement Manager mary.vickery@dir.texas.gov (512) 475-4544

Skip Bartek

Acting Director, Contract Management Office skip.bartek@dir.texas.gov (512) 936-9876











Thank You

