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**King County**

Office of
Information Resource Management
700 Fifth Avenue, Suite 1800
Seattle, WA 98104-5002
M.S. KEY-IA-2300

June 25, 2003

To: Paul Tanaka, County Administrative Officer

From: David Martinez, Chief Information Officer 

Re: ITS Equipment Replacement 2003 Budget proviso response

Thank you for the June 20, 2003 package containing the document entitled "Enterprise-Wide Information Technology (IT) Infrastructure Equipment Replacement Plan: Governance Review and Implementation Strategy dated June 20, 2003. It is my understanding that you will be transmitting that document as Attachment 1 to the Enterprise-Wide Information Technology (IT) Infrastructure Equipment Replacement Plan prepared by C&M Technology, Inc. dated May 23, 2003 along with any other documents needed to respond to the council's proviso.

Based on the consultant's reported efforts and the high-level review of the consultant's recommendations by the technology governance, the IT equipment inventory lists documented in the consultant's report appear to be complete and should provide a good foundation from which to manage the replacement activities going forward, including supporting the immediate replacements indicated. The consultants have also provided a sound methodology to guide ITS in future updates to the equipment replacement plan. I concur and approve the consultant's methodology to guide ITS in future updates to their IT equipment replacement plans.

I appreciate the final section of the "Enterprise-Wide Information Technology (IT) Infrastructure Equipment Replacement Plan: Governance Review and Implementation Strategy" documenting your concurrence with the definitions of failed, non-supported and upgrade that I had provided in one of our meetings. I am confident that we will now be using these definitions for describing categories of equipment in the future and I am relieved to learn that we currently have no equipment that can be categorized as failed. I concur and approve the list of equipment recommended by you and your consultants for replacement (as reported in Appendix H and I in the consultant's report) since it has been determined that current business needs cannot be met with the current equipment's capacity and functionality.

I would appreciate receiving a final electronic version of all materials in the transmittal package so that we can publish it on our web site to bring closure to the governance review.

Please let me know if I can provide additional clarifications of the points raised in the above.

cc: Sheryl Whitney, Assistant County Executive
Steve Call, Director, Office of Management and Budget
Caroline Whalen, Deputy County Administrative Officer
Kevin Kearns, ITS Division Director
Business Management Council members
Technology Management Board members