



# King County

Metropolitan King County Council

King County Auditor's Office

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## MEMORANDUM

DATE: December 23, 2008

TO: King County Council Capital Budget Committee

FROM: Cheryle A. Broom, County Auditor

SUBJECT: Data Center Relocation Monthly Oversight

Attached is the first Data Center Relocation monthly status report prepared by the Facilities Management Division (FMD) and the Office of Information Resource Management (OIRM). Oversight of this project was added to the King County Auditor's Office work program under the Capital Projects Oversight (CPO) program in September 2008. Oversight is being conducted through monthly meetings with the project team, review and comment on status reports and discussion of emerging risks on this project.

This report provides a review of the status of scope, schedule, budget and risk for the Data Center Relocation project through October 2008. Part of the oversight effort will be to refine the content of the monthly report to more clearly present the areas of emphasis for capital project oversight. FMD and OIRM are receptive to considering changes to future reports. To that end, if there is additional information that the committee would like to see, please let me know.

The project team is evaluating a change in the scope of the project which would reduce the size of the office space component leased for the new data center location at the Sabey Center. This change is being considered as a project cost saving measure made possible because suitable office space is available for OIRM employees in the Chinook building. Our office will monitor and review this evaluation and report on the impacts of any change in project scope. If the Sabey Center lease is amended to reduce the amount of office space, a reduction in operating costs would be expected. There may be some capital project cost savings as well.

The baseline schedule for the project shows commissioning of the data center on May 22, 2009, finishing the physical move of county equipment from Seattle to Tukwila on October 12, 2009 and completion of the secondary fiber installation by April 6, 2010. Currently the project is on schedule. The schedule will be updated once the relocation consultant is under contract to reflect the schedule for milestones on their scope of work. If the relocation consultant is not under contract by the end of the year, the completion of the project could be delayed. A focus of oversight in the future will be to understand and communicate the cost impacts of any schedule delay.

This project has a total budget of \$18,886,115. Through October, expenditures have been \$909,336 or approximately 5% of the project budget and are consistent with planned expenditures. Sufficient oversight has not been conducted to comment on the confidence in the forecast total project cost at completion. This will be the subject of future report transmittals to you.

We appreciate the collaborative efforts of FMD and OIRM in providing for effective oversight of the Data Center Relocation project consistent with council intent. No formal presentation of this monthly report has been scheduled for the Capital Budget Committee. As with all CPO reports this will be placed on the KCAO website so it will be available to the public. Should you have questions or comments on the report, please contact me or Tina Rogers, the Capital Projects Oversight Manager.

CB:TR:jl

Attachments: Data Center Relocation, Facilities Management Division & Office of Information Resource Management, October 2008 Monthly Reporting

cc: Metropolitan King County Councilmembers  
Ron Sims, County Executive  
David Martinez, County Chief Information Officer  
Jim Buck, County Administrative Officer Designee  
Bob Cowan, Budget Office Director  
Kathy Brown, Director Facilities Management Division  
Saroja Reddy, King County Council Policy Staff Director  
Mark Melroy, Senior Principal Legislative Analyst, King County Council  
Capital Budget Committee

# DATA CENTER RELOCATION

Facilities Management Division & Office of Information Resource Management

## October Monthly Reporting



### Project Summary

The Data Center Relocation Project will create a dedicated King County facility in the new Sabey Data Center located in Seattle, Washington. The project will develop approximately 7,500 s.f. of data space and 580 s.f. of storage. The total budget is \$18.8 million which includes \$9.9 million for tenant improvements. The Data Center currently resides in leased space in the Seattle Municipal Tower (SMT). Over the next 12 months the Facilities Management Division, Office of Information Management and the Sabey Company will collaborate on designing, constructing, equipping and relocating approximately 60% of the server capacity for King County government to this new, state-of-the-art facility.



**King County**

## Project Overview

### Progress Highlights

The Data Center tenant improvements are proceeding as planned. The Sabey Co. Data Center has designed a build-out according to a set of King County Essential Performance Requirements. The Sabey Co. has presented a set of 80% complete construction documents for approval by the King County project team. The KC design review is underway. The project team is also finalizing contract negotiations with the relocation consultant. OIRM is documenting data systems to accelerate the consultant planning process. An amendment to the Sabey lease for temporary fiber service is being prepared. Decisions about organization, roles and responsibilities were made this month and codified in a MOU.

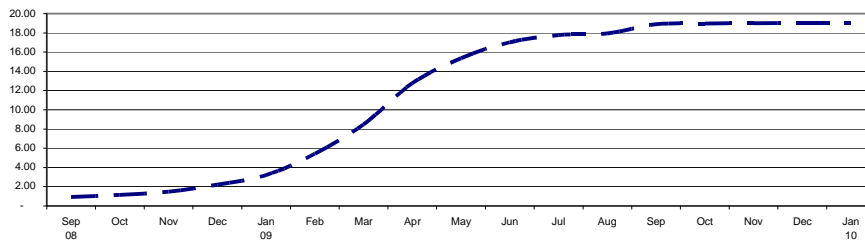
### Budget Appropriation

<b>395657 Data Center Specifications/Relocation</b>	
2006 CIP	575,000
2008 Supplemental	9,949,498
2007 CIP Reconciliation	231,717
<b>Total</b>	<b>10,756,215</b>
<b>377219 Data Center Specifications/Relocation</b>	<b>6,385,768</b>
<b>377220 Data Center Contingency Project</b>	<b>1,744,132</b>
<b>Total Data Center Relocation Budget</b>	<b>18,886,115</b>

### Budget Summary

ProjectNo	Description	Current Budget	Expenditure	Forecasted Commitment	Projected Balance
	FMD Data Center				
395657	Relocation	10,756,215	900,561	9,855,654	-
377219	OIRM DC Relocation	6,385,768	8,775	128,002	6,248,991
377220	OIRM DC Contingency	1,744,132	-	575,000	1,169,132
	<b>Grand Total All Projects</b>	<b>18,886,115</b>	<b>909,336</b>	<b>10,424,137</b>	<b>7,418,123</b>

### Comparison Cash Flow



### Critical Issues

- Installation of temporary, secondary fiber by AboveNet: installation needs to occur in order to avoid construction delays. King County has contracted with Sabey to expedite installation.
- Relocation budget and consultant negotiations: Consultant negotiations have not been finalized which may delay the physical move timeline. Initial fee proposal by consultant exceeded the budget. OIRM has revised the scope and the fee is being negotiated. Contract finalization is expected in November.

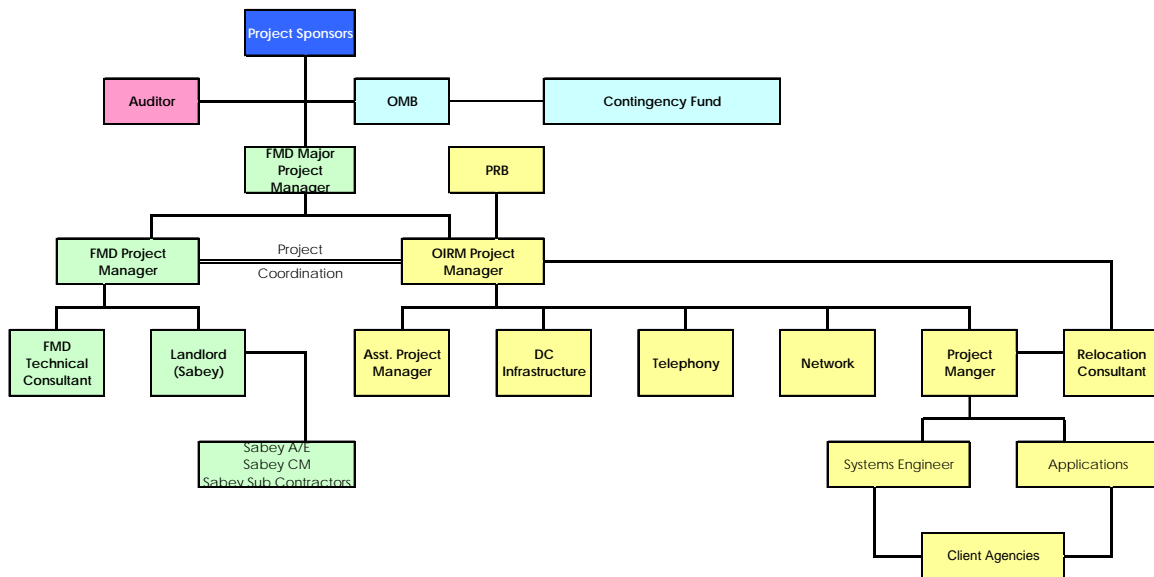
### Accomplishments

- MOU finalized by OIRM and FMD outlining roles, responsibilities, project risks and major schedule milestones.
- Reporting structure reviewed with the Council Auditor. This report represents the inaugural edition of the regular project status report.
- Tentative agreement reached with the relocation consultant.
- Evaluating operations to reduce office space component

### Summary Schedule

% Complete	Activity	Planned		Actual		Current Forecast	
		Start	Finish	Start	Finish	Start	Finish
100%	Lease Development	2/4/08	8/15/08	2/4/08	8/15/08		
	Design TI's	8/18/08	11/21/08	8/18/08			11/21/08
	Permits	10/24/08	11/21/08			10/24/08	11/21/08
	Construct TI's	11/24/08	4/10/09			11/24/08	4/10/09
	Commissioning	4/13/09	5/22/09			4/13/09	5/22/09
	Data Center Infrastructure	5/5/08	5/11/09	5/5/08			6/1/09
	Network Engineering	5/5/08	9/30/09	5/5/08			10/12/09
	Telephony	9/15/08	6/22/09	9/15/08			5/15/09
	Wireless & KCPAN	9/15/08	10/7/09	9/15/08			10/19/08
	Server Build Area	11/12/08	7/25/09			11/14/08	10/5/09
	I-Net Equipment	3/9/09	6/29/09			2/20/09	6/1/09
	KCWAN Fiber-Primary Line	5/5/08	6/15/09	5/5/08			5/15/09
	KCWAN Fiber-Secondary Line	5/5/08	4/6/10	5/5/08			4/6/10
	Temporary Fiber (AboveNet)	9/4/08	4/30/09	9/4/08			4/30/09
	Systems Engineering	12/3/08	9/23/09			11/17/08	10/1/09
	Applications	9/15/08	8/10/09	9/15/08			7/31/09
	Relocation Consultant Physical Move	4/22/08	10/12/09	4/22/08			9/30/09

## Project Organization



The Data Center Relocation Project is organized to take advantage of the specific expertise of the major stakeholders. Combining specialized knowledge and staffs from the FMD and OIRM along with the Sabey Co provides the resources required to successfully implement this project. To that end, FMD and OIRM have entered into an MOU which details their respective roles and responsibilities.

- OIRM will be responsible for the development and management of the equipment, infrastructure, operational, and spatial needs of the programs and staff affected by this relocation. Additionally OIRM will be responsible for managing the Consultant responsible for relocation of the Data Center operations and all equipment to the new facility.
- FMD will be responsible for Project Program development, facility selection, financial strategy, budget appropriation for the new facility, managing leasing and design consultants, monitoring the design and construction of the new facility; in collaboration with OIRM staff and documented OIRM essential performance requirements.
- Executive-level oversight will be provided by the directors of OMB, FMD, and OIRM as part of a Project Sponsors Committee. The project sponsors will have general oversight of both the design and construction of the tenant improvements for the data center and the physical relocation of the Seattle Municipal Tower data center and auxiliary server room to the new facility. The project sponsors will review and approve all changes to the scope of work, schedule, and budget.
- Regular reporting to the Council Auditor and council members will occur throughout the project schedule.

## Scope of Work Detail

### Data Center

Development of the IT Infrastructure:

- o Data center infrastructure: power cords, blanking panels, KVM switches
- o Network: MDF and IDF(s) switches and wireless equipment
- o Telephony: purchase and installation of telephones as well as circuit installations
- o Fiber: installation of primary and secondary fiber from the Sabey building to KCWAN downtown Seattle core (as well as temporary secondary fiber)
- o Relocation - Consultant will plan, schedule and execute the physical move of SMT and Fortress and co-location to the Sabey data center.

### Tenant Improvements

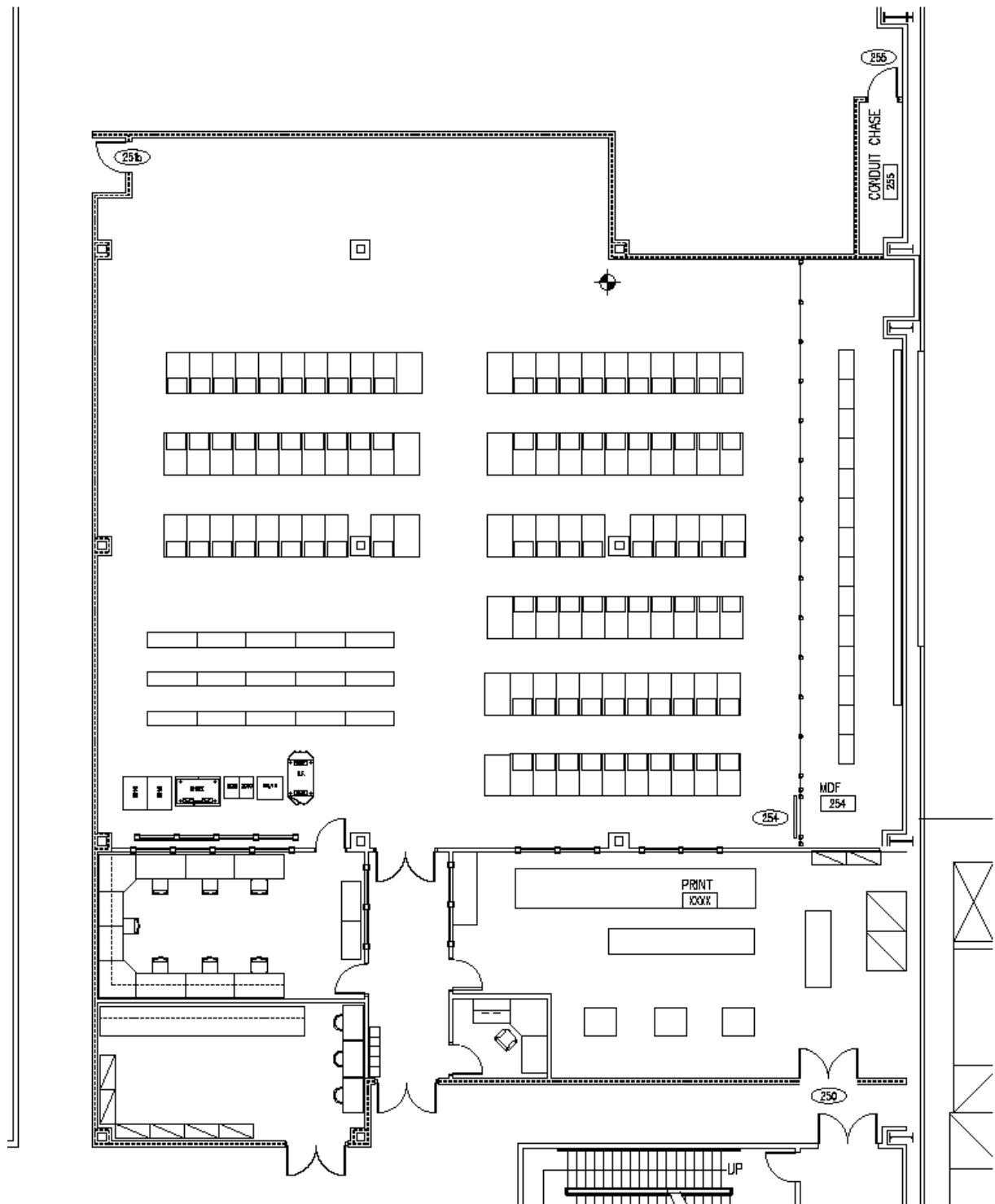
The landlord will provide tenant improvements for the construction of an N+1 type data center sufficient to support 150 watts per s.f. and will include all partitions, doors, architectural finishes, electrical, communications, plumbing, and HVAC. The final build-out will total 7,492 s.f. of data center and 580 s.f. of storage.

## Budget Detail

Description	Current Budget	<u>Schedule Detail</u>		Current Balance	Forecasted Commitments	Projected Balance
		Expenditures	Encumbrance			
<b>FMD Data Center Relocation</b>						
Design	746,903	709,369	6,517	31,017	192,000	(160,983)
Construction	9,821,840	3,721	-	9,818,119	9,500,000	318,119
Equipment/Furnishings				-	-	-
Contingency				-	-	-
1% for Art				-	-	-
County Force Design				-	-	-
Project Management	187,472	187,471	-	1	157,137	(157,136)
<b>Totals</b>	<b>10,756,215</b>	<b>900,561</b>	<b>6,517</b>	<b>9,849,137</b>	<b>9,849,137</b>	<b>-</b>
<b>OIRM Data Center Relocation</b>						
Data Center Infrastructure				-	-	-
Network Engineering	1,177,310		125,203	1,052,107	-	1,052,107
Telephony				-	-	-
Wireless & KCPAN				-	-	-
Server Build Area				-	-	-
I-Net Equipment						
KCWAN Fiber	1,839,866					
Abovenet Fiber	1,056,762					
Systems Engineering						
Relocation Consultant	1,306,800			1,306,800	-	1,306,800
OIRM Labor	1,005,030	8,775	2,799	993,456	-	993,456
<b>Totals</b>	<b>6,385,768</b>	<b>8,775</b>	<b>128,002</b>	<b>6,248,991</b>	<b>-</b>	<b>6,248,991</b>
<b>OIRM Data Center Contingency</b>						
Contingency	1,744,132			1,744,132	575,000	1,169,132
<b>Totals</b>	<b>1,744,132</b>	<b>-</b>	<b>-</b>	<b>1,744,132</b>	<b>575,000</b>	<b>1,169,132</b>
<b>Grand Total All Projects</b>	<b>18,886,115</b>	<b>909,336</b>	<b>134,519</b>	<b>17,842,260</b>	<b>10,424,137</b>	<b>7,418,123</b>



# Draft Progress Floor Plan



NO LINES ON 250