Department of Veterans Affairs

Memorandum

1. **General:** On May 31st, 2017 Dr. David Shulkin stated: "*We have to modernize all of our IT systems to make them commercially viable using cloud-based solutions to the maximum extent possible.*" As a result of Dr. Shulkin's information technology (IT) modernization program, all project managers and business owners shall plan to utilize the VA Enterprise Cloud (VAEC), which includes Enterprise Cloud Solutions Office (ECSO)-approved software as a service (SaaS) solutions, to host any new software applications. Strategic Sourcing and the Technology Acquisition Center (TAC), in conjunction with OIT, have existing and planned contract vehicles to acquire cloud capacity and services at the enterprise level. Unless otherwise approved by the ECSO, the current and planned contracts shall be the only contract vehicles used henceforth to acquire cloud services.

2. **Background:** VA's cloud-first policy is a response to a mandate by the White House, Congress, the Federal Chief Information Officer (CIO), and the VA Secretary. Cloud technologies will provide VA with the ability to deliver much-needed services to our Veterans in a fast and efficient manner using Veterans' preferred devices and technologies.

3. **Acquisition:** VA will acquire and provide cloud hosting services where cloud services are required.

   3.1. The ECSO is establishing a series of applications to support the acquisition of cloud technologies and the operation of the VAEC. The following approved acquisition vehicles are available and are required for use to acquire cloud capacity:

3.1.1. Enterprise Cloud Capacity Contract – NNG15SD22B VA118-17-F-2284

3.1.2. Microsoft Enterprise Agreement – GS-35-F-0884P VA118-17-F-1888

3.1.3. VA Private Cloud – available starting Q4FY18 via a Service Level Agreement Modification (SLAM) with Information Technology Operations and Services (ITOPS)

3.2. The following planned acquisitions are intended for use in acquiring cloud advisory, operations, maintenance, and migration support services**:**

3.2.1. Cloud Advisory Services (CAS)

3.2.2. Cloud Operations and Maintenance Services (COMS)

3.3. The ECSO, in conjunction with TAC, has developed contract language and artifacts to assist teams in developing acquisitions that involve acquiring cloud capacity and services (VAEC SharePoint Site Acquisition Guidance). The contract language and artifacts shall be utilized in all solicitations.

4. **Policy:** The following policy shall be effective immediately.

4.1. The VAEC is the hosting environment for all cloud applications, in order to ensure consistent utilization and execution in alignment with VA Cloud Strategy. The ECSO, under the technical auspices of the Executive Director for Demand Management, is the governing authority for utilization of all VA cloud assets including, but not limited to, Amazon Web Services and Microsoft Azure Government. All organizations, contracting teams, and program/project managers are expected to cooperate with the ECSO to ensure an orderly transition of governance of the current cloud-related aspects of their contracts to the ECSO.

4.2. All new application efforts shall use the VAEC.

4.3. Project managers and/or business owners of all existing applications, including those undergoing modernization and in sustainment, must plan to utilize the VAEC as part of their efforts.

4.4. The ECSO will review the suitability of the applications' requirements and cloud readiness. Only after the ECSO determines the VAEC is unsuitable for a given application may the project manager and/or business owner of the application explore other hosting environments. The ECSO may also grant

temporary permission to host an application elsewhere in order to schedule an orderly migration into the VAEC.

4.5. The project manager and/or business owner for each application shall contact the ECSO at VAITECIntakeMailbox@va.gov. All contracting teams receiving any request or processing an acquisition package that includes cloud services (new acquisitions or issuance of modifications or task orders on existing contracts) shall contact the ECSO for guidance on how to proceed in order to coordinate efforts and ensure utilization of the VAEC.

4.6. Any Letter of Authority authorizing vendors to access the VA Microsoft Azure Government tenant controlled by Dell or its successor must be approved by ECSO and included within the acquisition requirements package.

5. **Assessment Process:** As part of the VA Cloud Strategy, the ECSO is establishing support contracts with cloud subject matter experts (SMEs) who will assist VA in developing its long-term assessment process. In the interim, ECSO will use the existing cross-functional team to work with the project teams to assess projects with immediate needs or those identified by leadership on a case-by-case basis. Additional policy guidance regarding assessment will be issued in the near future.

6. For more information on VAEC please visit the [VAEC SharePoint Site](#).

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