



## Enterprise Contract Initiatives

Office of Information Technology/Technology Advisory Group

January 21<sup>st</sup>, 2010



# Introduction

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- OIT estimates the state is currently spending \$519M on IT
- Budget cuts are looming both this fiscal year and next
- The CIO projects at least **10%** could be saved in the area of **IT contracts** and has communicated this goal to the Commissioner and the Streamlining Commission
- Working together on this endeavor will contribute to the streamlining objectives

# Two Types of Contract Initiatives

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## Enterprise Shared Services

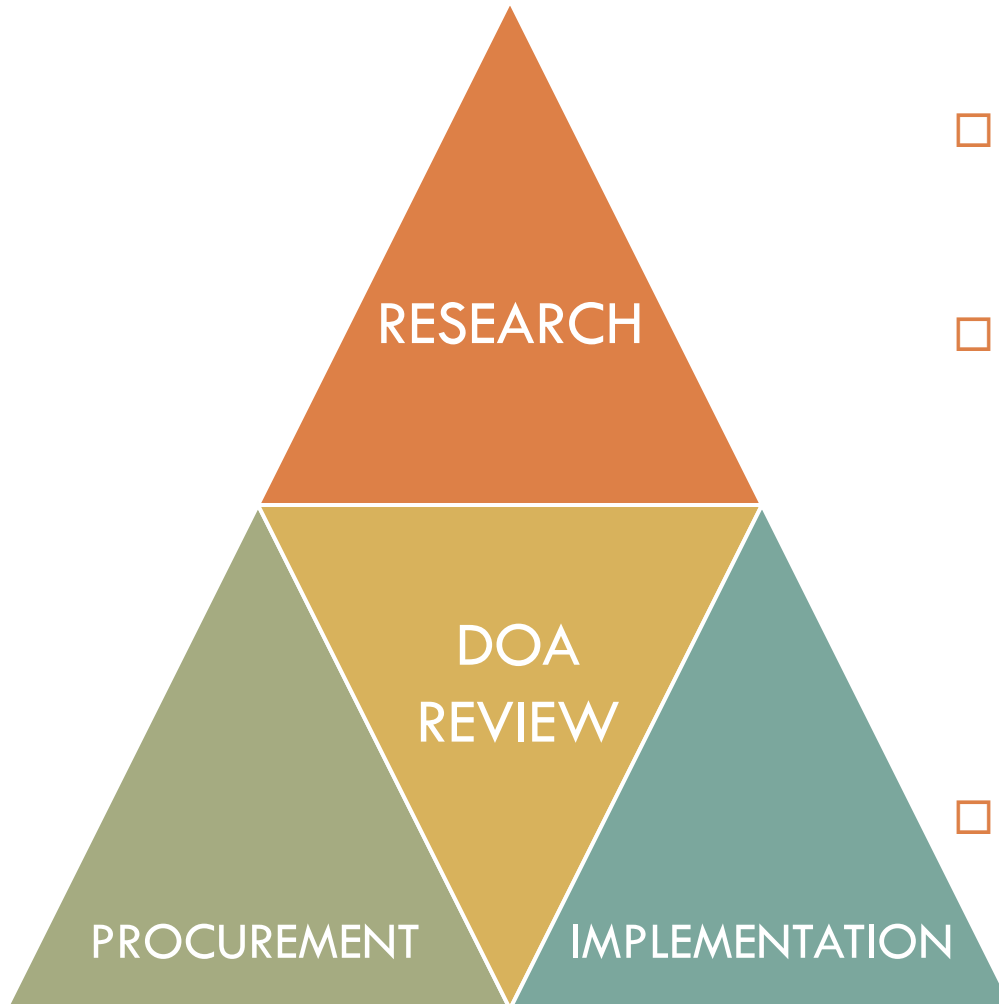
- First step is consolidation
- Compare insourcing v/s outsourcing
- Examples:
  - ▣ Statewide email
  - ▣ Storage
  - ▣ Network
  - ▣ Telephones
  - ▣ Servers

## Commodity Items

- Enterprise level commodity procurement initiatives to provide benefits such as:
  - ▣ Volume pricing
  - ▣ Standard configurations
  - ▣ Efficient purchasing
  - ▣ Local support
- Examples:
  - ▣ PC's
  - ▣ Printers
  - ▣ Anti-virus Software

# OIT Enterprise Contract Process

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- Team Lead is assigned by CIO.
- Technical Team - members are from OIT and Executive Branch Agencies. Agency participation is coordinated by TAG.
- Administrative support for team is provided by DOA.

# Step One: Research

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OIT Manager  
TAG Lead  
Agency Participants

- Research:
  - ▣ Other states
  - ▣ Best practices
  - ▣ Current Needs/Future Needs:
    - Volumes
    - Functional requirements
    - Technical requirements
    - Support/Service level requirements
    - Vendor Presentations, if needed

8 Weeks

2 Weeks

4-6  
Months

Ongoing

# Step One: Research

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RESEARCH

OIT Manager  
TAG Lead  
Agency Participants

## Deliverables

Functional/Agency  
Requirements  
Issues/Resolutions  
TAG Update



8 Weeks

2 Weeks

4-6  
Months

Ongoing

# Step 2: DOA Review

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CIO / Procurement  
OIT Executive Staff  
TAG Lead

- Review TAG Subcommittee Recommendation and Action Items
- Finalize action items: expected outcomes, timeline and budget
- Establish strategy for the subject technology and procurement



# Step 2: DOA Review

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CIO / Procurement  
OIT Executive Staff  
TAG Lead

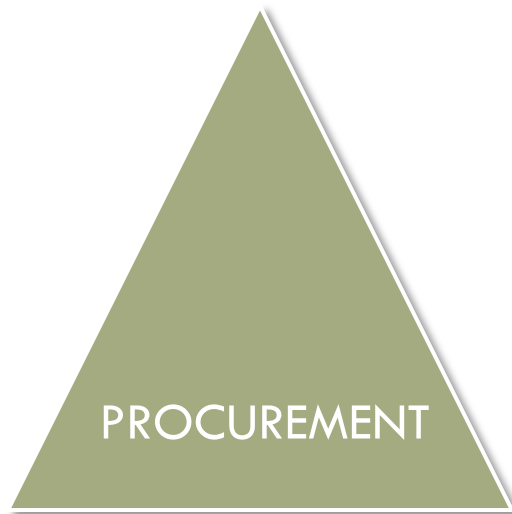
## Deliverables

Enterprise Plan for the  
Subject Technology



# Step 3: Procurement

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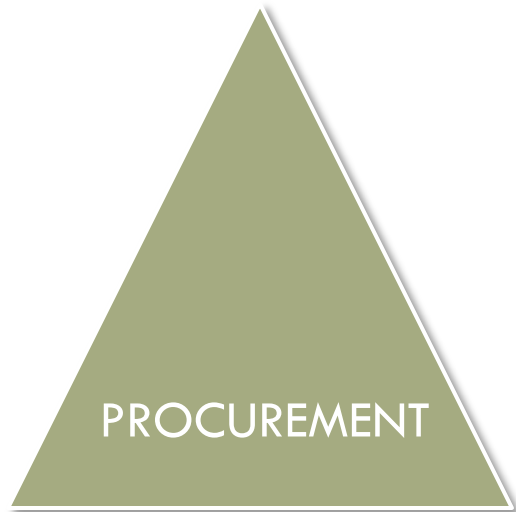
OIT Manager  
Purchasing / OCR  
TAG Lead  
Agency Participants

- Develop Technical Specs
- Develop Competitive Cost Evaluation Model
- Develop Evaluation Criteria
- Technical Evaluation of bid responses



# Step 3: Procurement

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OIT Manager  
Purchasing / OCR  
TAG Lead  
Agency Participants

## Deliverables

Bid Instrument

Contract

Report to CIO

8 Weeks

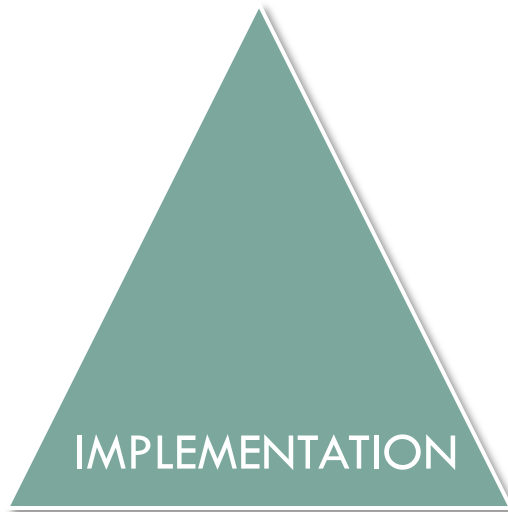
2 Weeks

4-6  
Months

Ongoing

# Step 4: Implementation

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OIT Manager  
Purchasing / OCR  
TAG Lead

- Develop enterprise deployment plan and associated procedures, if applicable
- Communicate outcome(s) and plans to agencies
- Update OIT strategic plan
- Monitor contract usage and performance metrics
- Establish on-going competitive procurement process

8 Weeks

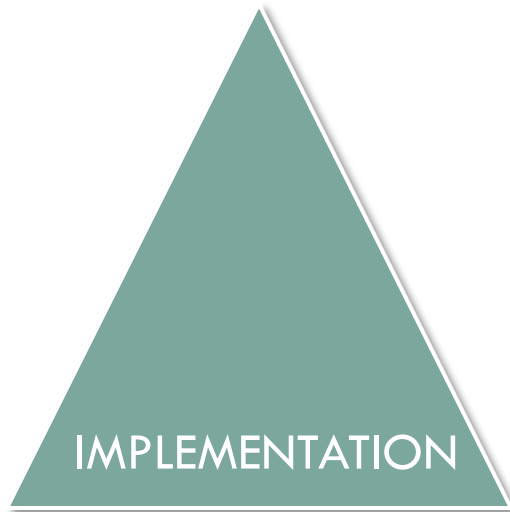
2 Weeks

4-6  
Months

Ongoing

# Step 4: Implementation

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OIT Manager  
Purchasing / OCR  
TAG Lead

## Deliverables

Working Papers

Issues/Resolutions

TAG Update

8 Weeks

2 Weeks

4-6  
Months

Ongoing

# TEAMS

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TECHNOLOGY	OIT LEAD	TAG LEAD
Network	Derald Kirkland	Jeya Selvaratnam
Workstations	Mike Gusky	Jeya Selvaratnam
Printers	Randy Walker	Shannon Duplessis
Storage	Wanda Smith	Kris Hutchinson
Servers	Wanda Smith	Mark Gilbert
Software	Barbara Oliver	Dawson Andrews

? QUESTIONS ?