

Department of Finance and Administration
MISSISSIPPI MANAGEMENT AND REPORTING SYSTEM
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M E M O R A N D U M

TO: State Agency Budget and Finance Officers
FROM: Cille Litchfield, Chief Systems Information Officer
DATE: July 9, 2008
SUBJECT: MMRS Costs to Be Included in **FY2010** Budget Requests

The Department of Finance and Administration (DFA), Office of the Mississippi Management and Reporting System (MMRS), is providing the estimates needed for preparing your FY2010 budget requests for both SAAS, billed monthly, and other MMRS costs, billed quarterly.

Estimates were projected based on the projected final expenditures for FY2008 and estimated expenditures for FY2009. These are only estimates and should represent a maximum billing to your agency unless there is a material change in your agency's organization during FY2009 or FY2010. The estimates assume 100% of the budget is expended.

SAAS Operational Charges for FY2009 and FY2010

Agencies should project an eight percent (8%) increase in SAAS production charges for FY2009 and FY2010 over what was estimated for FY2009 budgets. This increase is due to shifts in personnel to address new legislative mandates for the Mississippi Accountability and Transparency Act (MATA – HB 101, 2008 Regular Session of the Mississippi Legislature) and similar federal mandates and to deal with software maintenance increases. The SAAS operational expenses include application service provider (ASP) fees for electronic invoice processing and e-procurement support. SAAS production costs should be included in your contractual services budget request under minor object code **61615**.

MMRS Charges - FY2010 Recovery of FY2009 Estimated Expenditures

No increase is expected in MMRS charges for FY2010. MMRS charges are included on your contractual services schedule under minor object code **61616**. Agencies should use the same estimate as was used in preparation of their FY2009 budget requests. These estimated charges reflect planned spending for FY2009 and include all estimated operational costs and the following expansions:

- SAAS
 - Expand WebProcure® to include additional round trip catalogs.
 - Implement surplus property management within the enterprise fixed assets system.
 - Master lease purchase payments for the implementation of new MICR enabled printing solution (replacement of existing equipment).
- SPAHRS
 - Master lease purchase payments for the implementation of new MICR enabled printing solution (replacement of existing equipment).
- GOALS
 - Support the completion of the planning phase for GOALS and to support the software and services procurement phase. The implementation of GOALS will be treated as a capital asset and charged back on a depreciated basis beginning in FY2011.
- MAGIC:
 - Complete the planning/requirements development effort, risk assessment, funding plan, and complete business case for MAGIC and to support the software procurement phase.

Summary

This memorandum is being distributed to the Legislative Budget Office, the DFA Budget Office, and the members of the MMRS Steering Committee. Please direct any questions regarding the information in this memorandum to me at litchc@dfa.state.ms.us or by phone at (601) 359-1433.