

MMRS Steering Committee

A meeting of the Mississippi Management and Reporting System (MMRS) Steering Committee was held at 9:00 AM in the 13th Floor Conference Room, Woolfolk Building, Jackson, Mississippi, on Tuesday, April 26, 2011.

A quorum being present, Kevin J. Upchurch, Chairman, called the meeting to order.

The following members attended:

Kevin J. Upchurch, Chairman
Executive Director, Department of Finance and Administration
David Litchliter, Member
Executive Director, Information Technology Services
Cille Litchfield, MMRS Administrator (non-voting)
Deputy Executive Director, Department of Finance and Administration

Others in attendance included:

Becky Thompson, MMRS/MAGIC Project Director, DFA
David Pitcock, MMRS/MAGIC Deputy Project Director, DFA
Jenny Bearss, MMRS CSIO, DFA
Michele Blocker, Director, ITS
Deanne Mosley, Chief of Staff, SPB
James White, DFA/MMRS (ALPP Participant)
Wayne King, DFA/Capitol Police (ALPP Participant)

The following member was absent:

Lynn Fitch, Vice-Chairman
Executive Director, State Personnel Board

Mr. Upchurch called for agenda item number one: Review and approve minutes for the March 22, 2011, meeting.

- On a motion by Mr. Litchliter, seconded by Mr. Upchurch, the Committee unanimously approved the minutes as presented.

Mr. Upchurch called for agenda item number two: Project Updates

Approval Required

- Project 38626 – RFP 2636 – Acquisition of Implementation Services Vendor/MAGIC
 - Ms. Litchfield summarized the evaluation and selection process. Discussion focused on the Optional Software and Tools. Ms. Litchfield explained all bidders were asked to include costs for the tools recommended to support their implementation approach.
 - The following were recommended for approval contingent on the approval of the ITS Board and the MAGIC Task Force:
 - SAP Public Services 36-month Schedule (Option 2) with total costs not to exceed for Implementation Services: \$45,747.879.00 (Amendment #2).
 - Optional Software and Tools: Total costs (5-year lifecycle) not to exceed \$3,912,300.00 (possible Amendment #3).
 - On a motion by Mr. Litchliter, seconded by Mr. Upchurch, the recommendation was approved.

- Expansion of Lease Agreement – Regions Plaza (Hertz Jackson One LLC) – relocation of remainder of MMRS staff
 - Ms. Litchfield discussed this is needed to support the compression of the MAGIC schedule from 48 to 36 months and to maintain support for the legacy applications as well as the ERP deployment. The terms of the lease match those of the original lease agreement for the MAGIC team approved in March 2011. The space should be ready for occupancy by July 2011. The following was recommended for approval subject to the approval of the PPRB:
 - Sixty months at a total not to exceed cost of \$1,206,828.80 to include:
 - An additional 17,230 sq. ft. on the 14th and 15th floors of Regions Plaza;
 - 20 additional parking spaces at \$50 per month.
 - On a motion by Mr. Litchlitter, seconded by Mr. Upchurch, the recommendation was approved.
- MMRS Legacy Relocation Costs
 - Ms. Litchfield estimates the costs to relocate the remainder of the staff will be less than to move the MAGIC staff. Estimates are still being gathered. The following are recommended for approval:
 - Estimated total relocation costs not to exceed \$100,000 for legacy staff.
 - On a motion by Mr. Litchlitter, seconded by Mr. Upchurch, the recommendation was approved.
- Ms. Litchfield presented two project contractual changes that are in process of completion and recommended their approval:
 - Project 39167 - STA Assignment to Information Services Group, Inc. - On assignment, all remaining balances on all change orders will be combined into a single balance of \$4,815,918.10. Ms. Litchfield stated this should carry us significantly into the compressed MAGIC schedule. Termination of the assigned Agreement will be 12/31/2014.
 - Project 39139 – BRICKS CIBER Expansion for support and process re-work for BoB and Capitol Facilities. The expanded remaining value of the engagement is \$305,517.60 with a firm termination date of 6/30/2012.
 - On a motion by Mr. Litchlitter, seconded by Mr. Upchurch, these recommendations were approved.

Mr. Upchurch called for agenda item number three: Discussion Topics

- Ms. Litchfield stated the Vendors' Conference is scheduled for April 28, 2011 and that the remaining balance on the MMRS ARRA funds will be used for this. Mr. Litchlitter stated that ITS bond funds approved by the 2010 Legislature would be used to offset some of the costs.

Mr. Upchurch called for agenda item number four: Other Business

- No other business was presented

Ms. Litchfield stated the next scheduled meeting is Tuesday, May 24, 2011. This meeting may be cancelled. The tentative agenda includes:

- MAGIC – Consider SAP Mainframe Acquisition

There being no further items of business, on a motion made by Mr. Litchliter, seconded by Mr. Upchurch, the meeting was adjourned.


Chair
Finance and Administration

Vice-Chairman
State Personnel Board


Member
Information Technology Services