

Mississippi Management and Reporting System
Steering Committee Minutes
February 21, 2000

A called meeting of the Mississippi Management and Reporting System (MMRS) Steering Committee was held at 10:00 AM, Monday, February 21, 2000, in the Sillers 9th Floor Conference Room, Jackson, Mississippi.

The following members were present:

Gary Anderson, Chairman and Executive Director, Department of Finance and Administration
J.K. Stringer, Jr., Vice-Chairman and Executive Director, State Personnel Board
David Litchliter, Executive Director, Department of Information Technology Services

Also present:

Cille Litchfield, MMRS Administrator

A quorum being present, Mr. Anderson called to order the MMRS Steering Committee.

Mr. Anderson presented agenda item 1: Approve minutes for the December 14, 2000, MMRS Steering Committee meeting.

On a motion by Mr. Stringer, seconded by Mr. Litchliter, the minutes were approved as presented.

Mr. Anderson presented agenda item 2: General Application Update and Historical Overview of SAAS, SPAHRS, MERLIN

Mrs. Litchfield updated the committee on the current status of each of the major MMRS application areas. Special note was made of the following:

1. Implementation the Simonton Software products Buy Speed and Director's Chair will begin later this week. These products replace the old APS Purchasing System in use by the Office of Purchasing and Travel (OPT). These products will be used in support of statewide procurement efforts under the purview of OPT and will interface to SAAS as did the APS system. These products are also the initial move of DFA into the e-commerce arena since they will support Internet based solicitation of bids and registration of vendors which are requirements for the GENIE project now underway.
2. SPAHRS work with SAGA Software is still progressing. Our goal is to close this Agreement with SAGA software not later than July 31, 2000. Few major deliverables remain however, there is a huge backlog of warranty work and agreed to documentation work outstanding. Approximately \$900,000 remains on this Agreement.
3. Turnaround time for preparations for SPAHRS fiscal year rollover will be extremely tight due to the late scheduling of SINE DIE. Since this work cannot begin until appropriations matters are settled, it is unlikely we will be able to begin anything more than preliminary planning prior to May 1, 2000. This is approximately a month later than last year.

The Committee also discussed general issues of contract management, how the ITS Board deals with change orders over \$250,000, general problems with vendors "low balling" contracts and then attempting to exercise a "bait and switch" mentality with agencies, and general problems with scope control and management.

Mr. Anderson presented agenda item 3:

I2K/GENIE Procurement Strategy

Mrs. Litchfield reviewed with the Committee the presentation made to the ITS Board on February 18, 2000. Approach solidifies a common platform both hardware and software wise for both I2K and GENIE, thus reducing the training and resource needs for these projects. Strategy also builds in hardware redundancy for emergency hardware recovery and disaster recovery. Approach was outlined as follows:

1. Issue Letter of Configuration for two identically configured Netfinity 8500s for the servers for these applications. Scheduled date for bids to be received is March 6, /2000. Installation will occur in a lab environment in MMRS Training Room #1.
2. Issue RFP 3130 for database engine, repository and document management software, and indexing software to run on the Netfinity 8500s. Again, we will be purchasing in duplicate. Software will be installed in the "lab environment" and training will occur for involved staff on these products. RFP target for release is March 14, 2000. Target for presentation to ITS Board is May 2000.
3. Issue RFP for I2K specific hardware components (including scanners) and integration services. RFP is targeted for release in May 2000. Target for ITS Board presentation is August 2000 with work targeted to begin in September 2000.
4. Issue RFP for GENIE specific software (for e-forms and other e-commerce components) and hardware components (including scanners) and integration services. RFP is targeted for release in May 2000. Target for ITS Board presentation is August 2000 with work targeted to begin in September 2000.

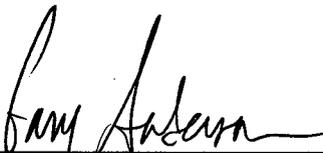
the exit conference earlier in the month. The formal letter of response will be generated later in the week and circulated for signature from all MMRS Steering Committee members.

Mr. Anderson presented agenda item 6: Other Issues

The Committee briefly discussed HB 832 and the potential impact of this legislation and the need for this to be addressed in some other manner than the one proposed.

Mrs. Litchfield reported that the balance of the MMRS Revolving Fund is \$13.252 million and the outstanding accounts receivable from the Revolving Fund Recovery billings is \$1.198 million. Year-to-date expenditures from this fund through January 2000 are \$5.1 million.

On a motion made by Mr. Stringer, seconded by Mr. Litchliter, the meeting was adjourned.



Gary Anderson, Chairman
Executive Director
Department of Finance and Administration



J. K. Stringer, Jr., Vice-chairman
Executive Director
State Personnel Board



David Litchliter
Executive Director
Department of Information Technology Services