

Executive Branch Information Technology
Office of Information Technology Services
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DeAngela Burns-Wallace, Chief Information Technology Officer

Laura Kelly, Governor

March 9, 2022

Mark Burghart, Secretary
Department of Revenue

Dear Sec. Burghart:

Thank you for submitting your planned project information for the SDLC Tool Acquisition Project (SDLC Tool Project). Information submitted indicates this to be an effort which meets the criteria of a CITO reportable project.

Before moving the project forward the next step would be to submit a high-level project plan for CITO approval. One digital copy of the IT project plan is to be submitted at least four (4) weeks prior and must receive written CITO approval prior to finalization of specifications and/or project execution. Requirements for Agencies to obtain CITO approval of proposed IT projects were adjusted to be in agreement with the Joint Committee on Information Technology's (JCIT) August 2004 recommendations. As a result, a high-level IT project plan must receive CITO approval prior to finalization of specifications and/or project execution. This high-level project plan should include information found at the following link: <https://ebit.ks.gov/kito/epmo/proposed-information-technology-project-plans>.

KSA 75-7209 states all specifications for bids or proposals related to an approved IT project shall be reviewed by the chief information technology officer of each branch of state government of which the agency or agencies are a part. Requirements for agencies to obtain CITO approval of proposed IT projects were adjusted to be in agreement with the JCIT's August 2004 recommendations. As a result, all specifications for bids or proposals related to an approved IT project shall now be approved by the CITO before release.

If a variance of 10% or more in time or cost to the approved high-level project plan would occur with vendor selection, a revised high-level project plan shall be submitted for CITO approval and the CITO's approval shall be received, prior to contract award. The CITO will notify JCIT of such events as per their request.

Once the final contracts are awarded, the high-level project plan will need to be updated with detailed information and receive final CITO approval. As required by statute and reinforced by the JCIT, the detailed project plan must receive CITO approval prior to project execution. This detailed project plan should include information found at the following link: <https://ebit.ks.gov/kito/epmo/proposed-information-technology-project-plans>.

If you have any questions, or we may be of further assistance, please contact Sara Spinks at (785) 296-3329 or via email at sara.spinks@ks.gov.

Respectfully,

DocuSigned by:

A handwritten signature in black ink that reads "DeAngela Burns-Wallace".

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DeAngela Burns-Wallace
Executive Branch CITO

cc: Richard Beattie, Director, Procurement and
Contracts
Linda Norris, Procurement and Contracts
Stephanie Creed, Procurement and Contracts
Dean Heineken, Procurement and Contracts
Brian Reiter, OITS

Andy Sandberg, KDOR
Michael Wright, KDOR
Sara Spinks, KITO
Alex Wong, CITA

Secretary of Revenue
109 SW 9th Street
PO Box 3506
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Mark A. Burghart, Secretary



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Laura Kelly, Governor

February 9, 2022

Sara Spinks
KITO Director

Director Sara Spinks,

Kansas Department of Revenue (KDOR), Division of Taxation, is pursuing an effort to replace the two Lotus Notes database application (called Redstone), that we use for Incident and Requirement Management.

I have reviewed the attached Planned Projects letter and approve going forward with this effort.

Should you have any questions, please feel free to contact us.

Sincerely,

Mark A. Burghart, Secretary
Kansas Department of Revenue

IT PLANNED PROJECTS

Provide information below for all planned projects with an estimated total cost of \$250,000 or more from any source of funds, in which the agency is proposing new state funding or has spending authority. Agencies are required to provide this information pursuant to [KSA 75-7209](#). Planned projects identify new projects by agencies that are in planning stages only and the IT Project Plan may or may not have been submitted for CITO approval.

An Information technology project is defined in [KSA 75-7201](#) as “a project for a major computer, telecommunications or other information technology improvement with an estimated cumulative cost of \$250,000 or more and includes any such project that has proposed expenditures for: (1) New or replacement equipment or software; (2) upgrade improvements to existing equipment and any computer systems, programs or software upgrades therefor; or (3) data or consulting or other professional services for such a project.”

To: Andy Sandberg, CIO Kansas Department of Revenue
From: Michael Wright, michael.wright@ks.gov, 785-296-1070

Agency Name: Kansas Department of Revenue **Date Submitted:** 02/15/2022

Project Name: SDLC Tool Acquisition Project

Project Acronym: SDLC Tool project

Estimated Project Cost: *[Total estimated cost, or estimated range (i.e. \$2 – 6M) over the life of the project from any source of funds, over all fiscal years. **Include** internal direct costs of state government staff and external project costs.]*

Internal Costs: \$ 0

External Costs: \$ 482,085

Estimated Ongoing Cost: *[Total estimated operational cost from any source of funds, for three ensuing state fiscal years **after** project implementation.]*

SFY 2023 \$ 54,768

SFY 2024 \$ 57,507

SFY 2025 \$ 60,382

Estimated total project cost and three ensuing years of ongoing cost: \$ 654,742

Anticipated Funding Source: SGF

Estimated Start Date: 03/01/22

Estimated Completion Date: 08/01/22

Project Business Objective(s) or Motivator(s): The Division of Taxation currently uses two Lotus Notes database application for their Incident and Requirement management needs (called Redstone). They are 20+ years old, outdated, and no longer supported. Additionally, Test Management is entirely manual with the test cases being developed with Excel and manually tracked.

The Division of Taxation is looking for a software tool/product to:

Replace the existing, outdated, Incident and Requirement Management database applications.

Provide an updated tool for Test Management.

The new tool will provide modern functionality, improved reporting, traceability, automated process flows, and improved efficiencies.

E-Government: The new tool, as well as the applications it is replacing, house FTI (Federal Tax Information) data and adhere to the IRS PUB1075 guidelines. They have not, nor will be, accessible to entities outside of KDOR unless they have been vetted by the IRS. The new tool will allow KDOR to house all Requirements, Incidents, and Test Documents in a secure electronic, centralized location.

Technical Architecture: This application will hold FTI (Federal Tax Information) data and will need to meet IRS PUB1075 guidelines. The application will be housed at a Unisys data center, where KDOR already has FTI compliant servers and data storage. The application will be accessed via web browser.

Project Description and Scope: The scope of this project is to replace the two Lotus Notes database applications (Redstone) with a new tool/product that will allow for the management of Requests: incidents (production), defects (development), and enhancements; Requirements; and Test Cases. It must have the ability to establish links between each (traceability) and be customizable to fit the organization's current and future practices.

During this project, we will be working with Carahsoft Technology Corp. [Contract #: 0000000000000000000043262] for application licenses and professional services.

Project Status: We are in the planning phase. We did a substantial amount of research to determine functions/capabilities in the current application arena and utilized this information during our requirements gathering.