



### Concept Paper # 155

Presented to the Department of Administrative Services (DAS)

Date Prepared: September 7, 2010

Name of document to be reviewed: **AMANDA Licensing System Expansion to Iowa Workforce Development, Iowa Bureau of Professional Licensing, and Professional Licensing Bureau**

(Please check one item listed in the following two sections)

Document for review and approval:

- |   |   |
|---|---|
| <input type="checkbox"/> Request for Proposal (RFP) | <input type="checkbox"/> Sole Source Procurement              |
| <input type="checkbox"/> Request for Service (RFS)  | <input type="checkbox"/> Statement of Work                    |
| <input type="checkbox"/> Request for Quote (RFQ)    | <input type="checkbox"/> Staff Augmentation                   |
| <input type="checkbox"/> Invitation to Qualify      | <input checked="" type="checkbox"/> Master Agreement Purchase |

Document for review only:

- |   |  |
|---|--|
| <input type="checkbox"/> Master Agreement | <input type="checkbox"/> Request for Information (RFI) |
|---|--|

Agency: DAS-ITE

**RFP Reference #: (Not applicable for sole source procurements)**

**Release Date: (Not Applicable for sole source procurements)**

<u>Projected cost over \$50,000?</u>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<u>Projected agency staff hours over 750?</u>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

Project Cost, Funds and Funding Source:

Please list the internal and external resources/costs for the purchase:

Total Expenditure:		<b>\$1,184,000</b>
Internal Resources/Costs:		
	<b>IWD: (immediately)</b>	<b>\$217,859</b>
	<b>IBPL: (over 3 years)</b>	<b>\$348,083</b>
	<b>PLB: (over 3 years)</b>	<b>\$150,000</b>
	<b>Total Agency Commitment</b>	<b>\$715,942</b>



*OK Ray Walton 9.20.10*  
\$468,058

External Resources/Costs: **IOWAccess Revolving Fund**

**Timelines:** Approximately October 15, 2010 for 20 months.

**Goal:** Expansion of the AMANDA configurable off the shelf (COTS) licensing and permitting system being configured for the boards of dentistry, nursing and medicine to provide permits for IWD elevator inspections.

Following this initial configuration, IWD will be able to expand their elevator permitting capability to include amusement rides and 6-8 other permits, etc. without the need for vendor assistance.

In addition, IBPL and PLB will both be provided with the capability to issue initial licenses to their professions (numbering 19 and 9, respectively), plus provide citizens with renewal and verification of their existing professional licenses.

As a result, more than 40,000 citizen transactions per year can be accomplished.

**Background:** In January of 2009, the IOWAccess Advisory Council recommended that the DAS Director approve a project, needing \$669,000 in funding, to provide a configurable off-the-shelf system to allow the Boards of Nursing, Dentistry and Medicine to license citizens in their applicable profession. The Council suggested that the system allow other agencies to utilize the system so that expansion to an Enterprise Licensing System could be readily provided. The Technology Governance Board approved the RFP and a Master Contract was awarded to CSDC Systems, Inc. for their AMANDA product. Shortly thereafter, a group of agency representatives convened to consider adoption of AMANDA as a replacement to their current licensing systems, which did not fully meet their needs.

As a result of an extensive scope analysis funded by IOWAccess, IBPL and PLB decided to proceed to a more defined statement of work and cost analysis. The third participant in the scope analysis, DPS electrical permitting and electrician licensing, decided to place a decision regarding transition to AMANDA on hold pending a crucial renewal period and limitation on resources. Concurrently, IWD sought a cost analysis from the vendor for a less complex elevator inspection permitting project that would provide for easy expansion to a number of other permitting needs. The IWD project did not require an SOW because of the basic nature of their needs.

IBPL, PLB and IWD collaboratively proceeded with a proposal by the vendor to jointly implement AMANDA within their agencies. The vendor termed this collaborative engagement "Phased implementation". By collaborating on the project, the agencies were able to realize a savings of **47.32%**:

Turnkey configuration for each individual agency	<b>\$2,247,400</b>
Collaborative engagement	<b>\$1,184,000</b>
<b>Savings</b>	<b>\$1,063,400</b>

**Expected Results:**

What are the tangible and intangible benefits of this purchase for this agency and/or state government?

Expansion of an enterprise-class licensing solution will enable the state, and individual agencies, to provide cost-effective electronic transactions for citizens needing to acquire or renew licenses, permits and inspections. Adoption of a configurable off the shelf solution provides standardized software that is