Software for the Shared Services Initiatives					FY2021 Reques Reference No:	t:	\$1,800,000 40081		
AP/AL: Approp	oriation	Project Type: Information Technology / Systems / Communication							
Category: Dev	elopment								
Location: State	ewide	House District: Statewide (HD 1-40)							
Impact House District: Statewide (HD 1-40)				Contact: Brad Ewing					
Estimated Pro	ject Dates: (07/01/2020 - 0	Contact	Phone: (907)465-5	655				
division of Share accounting and departments inter	t of Administr ed Services o accounts pay o SSoA. In or	ation is respon of Alaska (SSo /able. Adminis rder for these i	A) began p strative Orde initiatives to	broviding b er 304 cor b continue	of statewide service ack office services, isolidates procuren to build on their su	, such a nent fro	as travel, m all		
Funding:	FY2021 \$1,800,000	oftware will be FY2022	e necessary FY2023	7. FY2024	FY2025F	Y2026	Total \$1,800,000		
Funding: 1004 Gen S Fund	FY2021				FY2025 F	<u>Y2026</u>			
Funding: 1004 Gen S Fund	FY2021 \$1,800,000 \$1,800,000 equired	FY2022 \$0	FY2023	FY2024 \$0 - new		\$0	\$1,800,000		
Funding: 1004 Gen S Fund S Total: S State Match Res	FY2021 \$1,800,000 \$1,800,000 equired	FY2022 \$0 ne-Time Project equired Costs: Pro	FY2023 \$0	FY2024 \$0 - new ment opment: erating:	\$0	\$0	\$1,800,000		

Prior Funding History / Additional Information:

Project Description/Justification:

SSOA has put improvements in place for the travel, accounting and payables initiative by replacing document submissions from a very manual email submission process to a ticketing system whose intended use is an information technology help desk. While this was a necessary step in transforming this unit as the unit matures, it is clear that a system that is specific to travel and payables is necessary.

Additionally, with the implementation of AO 304, up to as many as 194 staff could transfer to this division. At that time, the division will be responsible to track, renew, amend and create contracts for all state agencies. Having a system that will track and alert staff that an action needs to be taken on a specific contract will be vital to the unit's success. Currently, there is little to no automation for tracking contracts. Each department currently has a spreadsheet with a total of 74 items they are tracking across all agencies, thus the visibility into total contract spending is nearly impossible. This system would allow the unit to view all contracts and the status of those in one central location that will be accessible to procurement staff in every department. It will allow for accurate reporting that

will identify multiple contracts with one vendor that could be consolidated into one master contract resulting in savings to the state.

The overall goal is to provide a solution(s) that enables the state to make continuous improvement to business "systems" through advancements in services, processes, and technology offerings.

Software for the Shar	ed Services Initia	tives		FY2021 Reques Reference No:	t:	\$1,800,000 40081		
AP/AL: Appropriation			Project Type: Information Technology / Systems / Communication					
Category: Developme	nt							
Location: Statewide		ŀ	House District: Statewide (HD 1-40)					
Impact House Distric	-40) C	Contact: Brad Ewing						
Estimated Project Da	tes: 07/01/2020 - ()6/30/2025 (Contact F	Phone: (907)465-5	655			
Brief Summary and Sa The Department of Adn division of Shared Serv accounting and accoun departments into SSoA	ninistration is respo ices of Alaska (SS ts payable. Admini	onsible for ope oA) began pro strative Order	oviding ba 304 con	ack office services solidates procuren	, such a nent froi	s travel, m all		
additional efficiencies, r Funding: FY202 1004 Gen \$1,800,00 Fund	new software will be		FY2024		<u>-Y2026</u>	<u>Total</u> \$1,800,000		
additional efficiencies, rFunding:FY2021004 Gen\$1,800,00	new software will be 21FY2022 00	e necessary.				Total		
additional efficiencies, r Funding: FY202 1004 Gen \$1,800,00 Fund	Prew software will be PY2022 PY20 PY20 PY20 PY20 PY20 PY20 PY20 PY20 PY20 PY20 PY20 PY20 PY20 PY20 PY	e necessary. FY2023 \$0	FY2024 \$0	FY2025 F	<u>\$0</u>	Total \$1,800,000		
additional efficiencies, r Funding: FY202 1004 Gen \$1,800,00 Fund Total: \$1,800,00 State Match Required	new software will be 21 FY2022 00 \$0 00 \$0 ✓ One-Time Project h % Required	e necessary. FY2023 \$0 Phased -	FY2024 \$0	FY2025 F \$0 Phased - underway	<u>\$0</u>	Total \$1,800,000 \$1,800,000		
additional efficiencies, r Funding: FY202 1004 Gen \$1,800,00 Fund Total: Total: \$1,800,00 State Match Required 0% = Minimum State Match	new software will be 21 FY2022 00 \$0 00 \$0 I One-Time Project h % Required Ince Costs: Project	e necessary. FY2023 \$0 Phased - 1 Amendme	FY2024 \$0 new ent	FY2025 F \$0 Phased - underway Mental Health Bill	<u>\$0</u>	Total \$1,800,000 \$1,800,000 going		
additional efficiencies, r Funding: FY202 1004 Gen \$1,800,00 Fund Total: Total: \$1,800,00 State Match Required 0% = Minimum State Match	new software will be 21 FY2022 00 \$0 00 \$0 I One-Time Project h % Required Ince Costs: Project	e necessary. FY2023 \$0 Phased - 1 Amendme Oject Develop Ongoing Oper	FY2024 \$0 new ent oment: rating:	FY2025 F \$0 Phased - underway Mental Health Bill <u>Amount</u> 0	<u>\$0</u>	<u>Total</u> \$1,800,000 \$1,800,000 going <u>Staff</u>		
additional efficiencies, r Funding: FY202 1004 Gen \$1,800,00 Fund Total: Total: \$1,800,00 State Match Required 0% = Minimum State Match	new software will be 21 FY2022 00 \$0 00 \$0 I One-Time Project h % Required Ince Costs: Project	e necessary. FY2023 \$0 Phased - 1 Amendme Oject Develop Ongoing Oper One-Time St	FY2024 \$0 new ent oment: rating:	FY2025 F \$0 Phased - underway Mental Health Bill	<u>\$0</u>	<u>Total</u> \$1,800,000 \$1,800,000 going <u>Staff</u>		

Prior Funding History / Additional Information:

Project Description/Justification:

SSOA has put improvements in place for the travel, accounting and payables initiative by replacing document submissions from a very manual email submission process to a ticketing system whose intended use is an information technology help desk. While this was a necessary step in transforming this unit as the unit matures, it is clear that a system that is specific to travel and payables is necessary.

Additionally, with the implementation of AO 304, up to as many as 194 staff could transfer to this division. At that time, the division will be responsible to track, renew, amend and create contracts for all state agencies. Having a system that will track and alert staff that an action needs to be taken on a specific contract will be vital to the unit's success. Currently, there is little to no automation for tracking contracts. Each department currently has a spreadsheet with a total of 74 items they are tracking across all agencies, thus the visibility into total contract spending is nearly impossible. This system would allow the unit to view all contracts and the status of those in one central location that will be accessible to procurement staff in every department. It will allow for accurate reporting that

will identify multiple contracts with one vendor that could be consolidated into one master contract resulting in savings to the state.

The overall goal is to provide a solution(s) that enables the state to make continuous improvement to business "systems" through advancements in services, processes, and technology offerings.