

IT INVESTMENT CAPITAL FUND PROJECT CHANGE REQUEST

Date: June 21, 2017

Agency: Department of Revenue Services

Project Name: DRS IT Modernization Project

Project Manager: Michael Romeo

Original Funds requested: \$300,000.00

Additional Funds Requested: \$195,000.00

New Total Funds Requested: \$495,000.00

Change Description: The Department of Revenue Services (DRS) is requesting additional funding to continue the existing IT Modernization Project in order to enable DRS to develop information for the procurement of a new integrated tax system. The next phase of the project will enable DRS to continue our work with Gartner, Inc. (Gartner) who will assist us in developing a Request for Proposal (RFP) for a COTS solution. This next phase will require additional funding of \$195,000.

Gartner is proposing to provide the following additional services:

- **Functional and Technical Requirements and Use Cases** that will serve as the foundation for the new tax system which will be based on a commercial off the shelf (COTS) solution.
- **Request for Proposal (RFP) Development and Coordination** including all accompanying procurement documents to establish a strong negotiation position for DRS and ensure vendors receive all information needed to deliver their best proposal.
- **Develop a Proposal Evaluation Model and selection framework** to facilitate the evaluation of vendor proposals and support DRS vendor selection using procurement best practices.

Rationale for Change: The next logical step after completion of the business case and roadmap is to draft a RFP to solicit vendors to provide an IT solution that will serve DRS's needs. DRS believes there is a benefit in continuing with Gartner. By virtue of the DRS IT Mod. Business Case Project, Gartner has a keen understanding of the DRS technical environment, processes, and other related factors. Gartner has assisted other revenue agencies in their IT projects, and can assist CT DRS to make the right choice for the next tax administration system, IT investments, and improved process based on best practices. If possible, this Gartner assignment would be an extension of the previous work, and DRS would leverage from continuity, their familiarity with us, and their industry specific experience.

Amount of Additional Funding: \$195,000

Date Additional Funding is required: Fiscal year 2017/2018

June 19, 2017