

AP/AL: Appropriation

Project Type: Information Systems

Category: General Government

Location: Statewide

Contact: Sam Thomas

House District: Statewide (HD 1-40)

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Estimated Project Dates: 07/01/2008 - 07/01/2013

Brief Summary and Statement of Need:

This purpose of this project is threefold: replace all licensing and corporation hardcopy documents; integrate digitized information with numerous internal and online systems; and streamline workflow and document access between the Anchorage and Juneau offices. This project contributes to the mission of providing administrative support to all divisions and agencies and results in efficient and secure information technology services.

Funding:	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013	Total
BLic&Corp	\$600,000						\$600,000
Rcpt Svcs	\$600,000						\$600,000
Total:	\$1,200,000	\$0	\$0	\$0	\$0	\$0	\$1,200,000

<input type="checkbox"/> State Match Required	<input checked="" type="checkbox"/> One-Time Project	<input type="checkbox"/> Phased - new	<input type="checkbox"/> Phased - underway	<input type="checkbox"/> On-Going
0% = Minimum State Match % Required		<input checked="" type="checkbox"/> Amendment	<input type="checkbox"/> Mental Health Bill	

Operating & Maintenance Costs:

	<u>Amount</u>	<u>Staff</u>
Project Development:	0	0
Ongoing Operating:	0	0
<u>One-Time Startup:</u>	<u>0</u>	<u>0</u>
Totals:	0	0

Additional Information / Prior Funding History:

No prior funding has been requested.

Project Description/Justification:

Information Technology Capital Project Review Form FY2009

This amendment changes the funding source for half of the total project cost from Receipt Supported Services (1156) to Business License Receipts (1175).

1. Has this project been previously approved? No.

2. What is the purpose of the project?

The purpose this project is threefold:

- 1) Replace all Licensing related information stored in a hardcopy format with digitized images
- 2) Integrate digitized information with the following internal and web systems:
 - ? Newly developed Receipting system
 - ? Newly developed Business Licensing system

- ? The 38 systems that make up Professional Licensing
 - ? The Corporations system
- 3) Redefine and streamline workflow between the Anchorage and Juneau offices eliminating hardcopy files and documentation.

Currently the division stores all Business License and Professional license related information in a hardcopy format. Corporations documents are currently imaged but in a proprietary format on a packaged system.

Licensing workflow is based on the receipt and movement of hardcopy documents. Eliminating the hardcopies and integrating images into the various licensing systems will allow workflows to be streamlined. It also gives management greater staffing flexibility in various offices since all workflow and documentation will be centralized within the system.

Other benefits include:

- ? Self servicing options increase with key documentation being available to licensees and the public on the web
- ? Physical storage requirements are drastically reduced with the elimination of paper files
- ? Staff has all related documents regardless of office location
- ? Documents are searchable

Project cost:	Capital:			Annual O&M costs or savings
	Prior Years	FY 2008	FY 2009	
General Funds				
General Fund Match				
General Fund Program Receipts				
I/A Receipts (dept. and fund source)				
Other Funds - 1156 Receipt Supported Svcs			1,200,000	
Federal Funds				
Total			1,200,000	

3. Is this a new systems development project?

No.

Upgrade or enhancement to existing department capabilities?

No.

4. Specifically, what hardware, software, consulting services, or other items will be purchased with this expenditure? (Include a line item breakdown.)

Licensing Document Imaging and Archival System**FY2008 Request: \$1,200,000**
Reference No: AMD 45296

Project Initiation / Planning	15,000
Requirements Definition	100,000
System Design	100,000
Software Acquisition	60,000
Software Installation / Programming	670,000
Hardware / Infrastructure Acquisition	70,000
Hardware / Infrastructure Testing	65,000
System Integration and Testing	70,000
Installation and Deployment	25,000
Corrective and Adaptive Maintenance	15,000
Training	10,000

5. How will service to the public measurably improve if this project is funded?

Increased efficiency in servicing the public, increased customer service, reduced storage costs.

6. Does project affect the way in which other public agencies will conduct their business?

No.

7. What are the potential out-year cost implications if this project is approved? (Bandwidth requirements, etc.)

None anticipated.

8. What will happen if the project is not approved?

Increased hardcopy storage requirements, continued inefficiencies in administering license programs, continued issues with the available information in all offices.