

STATE OF KANSAS

Kansas Legislative Office of Information Services

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Alan Weis
Chief Information Technology Officer

To: Senate President Masterson, Chairman of the Legislative Coordinating Council

From: Alan Weis, Legislative Chief Information Technology Officer

Date: September 9th, 2021

RE: Recommendation on the Propylon Contract and RFP

Background:

The Kansas Legislative Information System and Services use the Propylon LRMS core system. This system consists of datastores with complete document update history, a document metadata system, application programming interfaces, and user interface systems. The Kansas Legislature has a perpetual license for the use of the Propylon core system. In order to receive maintenance and system updates, the legislature should continue to contract annually with Propylon for these services.

The Legislative applications for creating, updating, processing, and publishing bills, resolutions, statutes, and associated documents run on the Propylon core. The Kansas Legislature owns this base system applications software. The Kansas Legislative Office of Information Services (KLOIS) Application Services staff maintain, enhance, and resolve issues with the base applications. Our staff work with the Legislative divisions as required to enhance and maintain these base applications.

At times depending on the requirements of the enhancement requests, our KLOIS staff will need the assistance of Propylon resources. When Propylon resources are required we utilize a Project Objective Document (POD) process. We developed the POD process within the Propylon contracts to provide the strict definition of a project, the cost, and the deliverables.

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Recommendations:

Recommendation #1:

I recommend the LCC appoint a subcommittee to review the Legislative Information Systems. The subcommittee will determine what issues exist, required system enhancements, and develop a long-term plan for the Legislature's Information Systems. At a minimum the subcommittee should consist of the following members:

- The Revisor of Statutes
- The Director of the Research Department
- The Chief Clerk of the House
- The Secretary of the Senate
- The Director of Legislative Administrative Services
- The Legislative Chief Information Technology Officer

The subcommittee will determine if an RFP should be released as part of the plan. The subcommittee will review other information systems platforms and review demonstrations of system capabilities. The subcommittee will make a recommendation to the LCC for consideration by the end of the 2021 calendar year.

Recommendation #2:

I recommend we continue contracting with Propylon to provide the support for the core system and to add the POD funds to the contracts for additional assistance when needed. I further recommend we maintain the current contract funding of \$180,000 annually for core system support and up to \$400,000 annually for Project Funding. I recommend we contract with Propylon annually while we continue to use their core LRMS system.

Potential Project Objectives (PODs):

The objectives below will provide information needed to develop the long-term plan as recommended above.

1. Document Editor: Analysis of system modifications across all Legislative applications for Microsoft Word document editor and evaluate the benefit for required enhancements.
2. Balloon Document Generation: Analyze and develop a balloon document system for the Office of the Revisor that is integrated with the current system applications and publishing processes.
3. Appropriations Processing System: Analyze and develop an Appropriations Processing System to allow the Office of the Revisor and the Legislative Research Department to review and update budget bill sections and generate the budget bills.
4. System Security: Analyze and enhance system security by integrating the core system and base applications with the existing legislative security systems.