

Douglas A. Ducey
Governor



Craig C. Brown
Director

ARIZONA DEPARTMENT OF ADMINISTRATION

OFFICE OF THE DIRECTOR

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November 3, 2015

Dr. Cara M. Christ, Director
Arizona Department of Health Services
150 North 18th Avenue
Phoenix, Arizona 85007

Dear Cara:

In response to your Pre-Project Investment Justification (Pre-PIJ) for the “*Electronic Death Registration System (EDRS)*” project, my staff has reviewed your proposal to issue a solicitation to implement a new mortality surveillance and tracking application to replace the current, aging system.

While final cost figures may vary, the Pre-PIJ implies funding is available from the Vital Records Maintenance Fund in the amount of \$1,500.0 thousand to \$2,500.0 thousand to implement the project, depending on approach.

This is notification of Arizona Strategic Enterprise Technology Office's recommendation to the Information Technology Authorization Committee (ITAC) for **Approval with Conditions** of the technology project as follows:

1. ADHS may proceed to issue a Request for Proposal (RFP) for a new Electronic Death Registration System (EDRS), however ADHS may not award a contract or expend funds until an updated PIJ reflecting the selected approach, final budgeted costs, scope of work, technology, and implementation schedule has been submitted to ADOA-ASET and ITAC for review and approval.

The ITAC is scheduled to meet on November 18, 2015 to review this project. Should the ITAC approve the project, you may then proceed to secure additional approvals as required from the Joint Legislative Budget Committee, the Office of Strategic Planning and Budgeting, and the State Procurement Office.

Best Wishes,

A handwritten signature in black ink, appearing to read "Morgan Reed", written over a circular stamp or seal.

Morgan Reed
State CIO
Arizona Strategic Enterprise Technology (ASET) Office

Dr. Cara M. Christ

November 3, 2015

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cc: Janet Mullen, ADHS
Paula Mattingly, ADHS
John Stark, ADHS
Marcy Fleming, ADHS
Krystal Colburn, ADHS
Rebecca Perrera, JLBC
Christopher Olvey, OSPB
Barbara Corella, ADOA-SPO
J.R. Sloan, ADOA-ASET
Mike Lettman, ADOA-ASET
James Dean, ADOA-ASET
Jeffrey Crane, ADOA-ASET

ASET# HS16001

<i>Agency Name & Address</i>	<i>Contact Information</i>
Arizona Department of Health Services (ADHS) 150 North 18 th Avenue Phoenix, Arizona 85007	Marcy Fleming Marcella.fleming@azdhs.gov 602-364-4695
<i>Project and Investment Justification Name</i>	<i>Date Submitted</i>
Electronic Death Registration System (EDRS)	November 02, 2015

Project Overview

Problem Description

The Arizona Department of Health Services (ADHS) Bureau of Vital Records (BVR) is responsible for maintaining and issuing certified copies of vital records which includes birth and death certificates. The current web-based Electronic Death Registration System (EDRS) is used to track statistics about various causes of injury and mortality on Arizona residents.

The current EDRS system was implemented in 2008, and began experiencing major failures and performance issues in 2013. Significant efforts have been taken to stabilize the system, however due to age and capacity limitations, system outages and failures continue to limit the effective delivery of records to ADHS and its partners.

Solution

ADHS plans to issue a solicitation with the intent to procure a comprehensive Customer Service Management (CSMS) and EDRS. The evaluation will identify a solution which will provide stability and continuity of operations, as well as alignment to long term business goals and strategies of the Agency. ADHS will consider multiple applications including vendor hosted, in-house, and existing products used by other states, which will be configured to ADHS requirements. Research completed to date has identified an estimated price range for a new EDRS solution ranging from \$1,500.0 to \$2,500.0 thousand for a fully configured solution.

Major Deliverables and Outcomes

ADHS will issue a Request for Proposal (RFP) to solicit and evaluate vendor bids in order to procure a new EDRS and CSMS web based system. The solution is expected to replace the current EDRS currently being utilized by the State. A complete Project Investment Justification (PIJ) will be submitted for review and approval prior to contract award.

Benefits

Implementation of a new CSMS and EDRS will reduce outages and performance issues currently experienced by ADHS. Resources which are currently dedicated to continual monitoring and system maintenance will be freed-up to work on other ADHS needs. The new system will allow for online ordering, and enhanced user experience. The new CSMS and EDRS will be built on a more stable platform with a lower risk of interruption to ADHS and its partners.

Project Management

An ADHS BVR records Chief will oversee the project. Vendor subject matter experts and internal resources will provide technical support, while ADHS resources manage the procurement and implementation efforts.

Enterprise Architecture

Compliant.

Summary of Proposed Costs

<i>All Figures in Thousands (\$000)</i>						
<i>Cost Description</i>	<i>2016</i>	<i>2017</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>Total</i>
Development Costs	1,500.0 - 2,500.0	0.0	0.0	0.0	0.0	1,500.0 - 2,500.0
Operational Costs	0.0	0.0	0.0	0.0	0.0	0.0
Total Project Costs	1,500.0 - 2,500.0	0.0	0.0	0.0	0.0	1,500.0 - 2,500.0

Recommendation: **Approval with Conditions**

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