TO:    Legislative Coordinating Council  
FROM: Information Services RFP Procurement Negotiating Committee  
Date:  February 18, 2022  
RE:    Recommendation for Replacement of KLISS  

Per the direction of the LCC, the Kansas Legislative Office of Information Services released a Request for Proposals on October 11, 2021, for the replacement of the Kansas Legislature Information Services System (KLISS). The Procurement Negotiating Committee (PNC) consists of the following members:

- Gordon Self, Revisor of Statutes  
- JG Scott, Director of Legislative Research  
- Susan Kannarr, Chief Clerk of the House  
- Corey Carnahan, Secretary of the Senate  
- Tom Day, Directory of Legislative Administrative Services  
- Alan Weis, Chief Information Technology Officer  

The RFP closed on November 22, 2021, with these five vendors submitting proposals:

- International Roll-Call,  
- Propylon Inc.,  
- Resource Data,  
- Tallan Inc, and  
- World Wide Technology.

Proposal costs for system design, development, and implementation range from $3.9 million to $14.5 million and support costs for 3 years after implementation range from $750,000 to $4.8 million. Total proposed estimated costs range from $4.7 million to $19.3 million.

After reviewing the proposals, the PNC decided to request demonstrations from all five vendors. Vendor demonstrations were held the week of December 20, 2021. The demonstrations were attended and evaluated by all PNC members as well as staff from the Revisor of Statutes Office, Legislative Research Department, and Kansas Legislative Office of Information Services.

Upon the completion of the system demonstrations, and after careful deliberation and discussion, the PNC unanimously offers the LCC for consideration and possible action these recommendations:
Recommendation 1: Instruct the PNC to enter conversion contract negotiations with Propylon for a redesign and restructure of our existing system, which will have defined scope and deliverables with specific deadlines, within the three-year timetable set out in the RFP. The legislative agencies will have conditional acceptance of deliverables throughout contract. The LCC will receive progress updates throughout the contract period. This will be a deliverables-based contract and will concentrate on:

- **Conversion to a Microsoft Word based system**
- **Redesign of the bill and amendment drafting system used by the Revisor of Statutes requirements to include:**
  - Reduced processing time of amendments
  - Address system workflow inefficiencies
  - Provide improved publication processes for both the statute books and website
  - Provide a process for distributing proposed amendments in committee
  - Provide an appropriations workflow and review functions, including collaboration between the Revisor’s Office and the Legislative Research Department
  - Create functionality for handling tables and images in bills and amendments
  - Provide a system for exchanging and editing documents within the office
  - Provide a system for searching documents within the system and the office internally
- **Review and redesign of the systems and applications utilized by the Legislative Research department to include:**
  - System stability
  - Provide an appropriations workflow and review functions
  - Provide improved publication processes
  - Updated document compilation functions.
  - Improve the review and tracking of appointments process
  - Improve reporting tools
- **Review and redesign of systems and processes used by both House and Senate chambers to include:**
  - Improved functionality for Journals, Calendars, and bill/amendment processing
  - Integration and collaboration with Revisor of Statutes and Legislative Research
  - Member and committee management improvements
  - Improved reporting tools for member and legislative process information
- **Review and redesign of the current Committee Management system including:**
  - Improved and simplified user interface and processes
  - Improved integration with chamber calendars and bill status for agendas and hearings
- **Redesign of the legislature’s website to include:**
  - Improved user experience
  - Mobile compatibility
  - Member interface
  - Improved transparency features
  - Provide ability for agencies to upload information to the website
- **Knowledge transfer and training of Kansas Legislative Office of Information Services staff to maintain and enhance the system after implementation**

Recommendation 2: Direct the PNC to meet a minimum of quarterly to review project progress and report project status to the LCC. The PNC will review the progress of the project to ensure that deliverable milestones are met on time.
Recommendation 3: Authorize an additional six FTEs within the Kansas Legislative Office of Information Services department for customer service and development staff, one FTE in the Legislative Research department, and two FTEs within the Office of Revisor of Statutes to improve the support of the legislative processes through:

- Ensuring legislative staff have control over the design and implementation of legislative information technology systems.
- Providing sufficient staffing levels to allow the Kansas Legislative Office of Information Services staff to improve and expand the Information Technology systems with less reliance on external sources.
- Allowing agencies to have subject matter experts on staff to facilitate collaboration with the Kansas Legislative Office of Information Services on technology upgrades for the agencies.
- Better customer support to legislative members and legislative agencies.

Recommendation 4: Direct legislative budget committees to make appropriate budgetary adjustments to accommodate these recommendations.