

Comments Received - NITC 01-204: IT Procurement Review Policy

Comment #1

Rick, the Library Commission would like to ask that the Council consider adding a few items to the list of preapproved items for purchase in Attachment A.

The major addition that we would like to propose is that agencies be permitted to purchase repair parts for essential equipment without pre-approval. This would include such items as hard drives, video cards, motherboards, network cards, power supplies, etc.—anything that should be needed to restore vital equipment to service in a timely manner.

We work very hard to keep vital services available to the public 24/7, so it is essential that we be able to respond to equipment failures whenever they occur.

We would also like to propose addition of the following general items to the list as well:

- Hard drives
- CD/DVD drives
- Video cards
- Network cards
- Barcode pens & readers
- Card readers
- Small workgroup hubs and switches (perhaps sub-24-port models)
- Print server devices

Vern
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Comment #2

I have read the document and I can't really find a policy statement and I know this goes back to the use of the word, but I believe a policy deserves to have a policy statement included in it...

Having said that, I don't understand why this is even in front of the SGC and going to the NTIC. This is all provided for in statute for the CIO to manage and oversee. What I see happening here is adding another unnecessary level of governance to an already burdensome process. Example we want to add an item to the approved list for purchase it has to go to the tech panel at their next meeting for approval before it can be added. Currently Office of CIO believes it is an item that should be added, they can add the item. I know there is not a current list, but a current list could be made without going through this governance process.

In regards to the list, while it is a start, I don't believe the list gets to the heart of the problem. We need to have a process that allows agencies to procure items that through the normal course of business would cost us more in the paperwork and approval process than the item itself. I am not speaking in regards to communication equipment, that is a different subject, but should be addressed. What I see on the list are Item 1 cables, which I could interpret to mean patch cables, (communication equipment, as defined today) that we can go purchase. If this is true, then we should be provided the information of the source of where they are obtained from, we would then be buying the same product, that would help to meet some of the other objectives in the proposal. If they are not part of the list, then why should we as an agency have to go through the process to order 10 3' CAT 6 patch cable. A phone call or an email to the company would have them here to

us in a couple of days, where as the current process is to obtain the information, fill out the OT form, submit, get approved, item is ordered, status is unknown to the agency until product arrives, product arrives (either at agency or 501 building, where it can be delivered by interoffice mail or agency can pick up). The cost of those 10 cables is far less than the resources that were expended to obtain those cables. As a state employee and as a tax payer, I find this to be a big waste of our precious resources. With this example, I am not sure that we have done the best job in meeting the expectations of 1.1.2 and I'm pretty sure the process does not meet the objectives of section 2.2.5. And then I believe we should evaluate this entire process in regards to section 2.2.12.

Another item on the list is Monitors not purchased with a computer. I believe we could go purchase a pretty expensive monitor, I believe by this list I could now go obtain a 52 inch plasma or LCD screen as an external monitor for one of my computers and not require any approval. However, it would be over the \$1500 limit for inventory and would be required to be included in the agency inventory assets. Again is this consistent with what we are trying to accomplish.

UPS devices are on the list, but a UPS for our AS/400 is probably a lot more than anyone was thinking when this was put on the list. I would want to go through the process for an item of this expense.

Docking stations are not on the list, but are probably most likely less of a cost than some of the other items on the list. So these would have to go through the normal procurement process or wait until it could be approved and added to the list...

There are items on the list, that to me are nothing more than supplies, and we have never submitted those through the NIS process, we have just ordered them as supplies or consumables.

I believe we, as a state need to do something, to decrease our costs in procuring the smaller IT related items. I also believe we need to improve the process of procuring some of the communication items, like patch cables and such. I think the list is attempting to do this, but again, using the NTIC governance process seems to be an over kill to improving the process. Let's look at ways to make the process simple, allow the office of CIO to manage this process, as they are instructed in statute, and provide the agencies with the information and tools to get their jobs done in a timely and efficient manner. If the agencies need to be held accountable for their purchases, then let's do that. But let's have a process that provides for flexibility and preservation of resources.

I'm not sure how this was developed or who was consulted during the process. I know we were not and I also know there were a number of agencies at a NIS security officers meeting that had suggestions on improving the process or maybe they were just comments on how the process wasn't working very well, but either way they should have been considered in developing this document.

This appears to have been developed to respond to some comments received without really evaluating the entire process from agency to CIO to determine where savings can occur and oversight is not required.

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