

Office of the Revisor of Statutes
Computer Needs Requests – Executive Summary
February 13, 2015

Request Summary:

1. Maintain Core Computer Systems for Legislature
 - Add 5 computer staff - \$ 462,000
 - Add cost of rental space for new staff - \$ 27,600
 - Increased cost of software/hardware maintenance - \$ 56,500
 - Increased cost of computer hardware - \$ 48,500
 - Total annual request of \$594,600
2. New System - Minnesota Administrative Rule Status System (“MARSS”)
 - Included in Governor’s budget
 - \$ 380,000 in FY 16 for prototype
 - \$ 855,000 in FY 17 for system build
 - \$ 430,000 in FY 18 and 19 for ongoing maintenance
 - Adds 3 Revisor’s office staff; 2 computer and 1 quality control

Core Systems Request Background:

- Revisor’s base funding is \$ 5,675,500 annually
- Increase of \$ 594,600 would bring annual base to \$ 6,270,100
- Or, 96 % of FY 2001 appropriation of \$ 6,535,000
- Managing budget reductions required holding 6 non-computer positions open (1 attorney, 1 paralegal, 3 legal secretaries, 1 administrative)
- All 12 computer positions are filled
- Have supplemented with 2 computer programming contractors as carryforward funding permitted
- But, computer resources are inadequate to keep up with core work

Overall Computer Concerns:

- Backlog of programming work grows annually
- Annual legislative sessions and law publishing are highest priorities and limit development windows
- Continuous vendor upgrades impact customized programming
- Software development procedure lacks sufficient testing
- Single-person points of failure

Specific Concerns:

1. *Software Maintenance*
 - XTEND drafting/publishing system has backlog of 166 defects
 - Web systems have backlog of 27 defects
 - Must maintain existing system to avoid whole system replacement
 - One-time XTEND costs were \$ 6,000,000 in 2006 – higher in future
2. *Infrastructure Maintenance*
 - Revisor’s office provides legislature with centralized services:

- Maintain core hardware for legislature's VOIP and Wi-Fi
- Overall network/security for LCC and Senate networks
- SOB computer room serving House, Senate, LCC, Revisor
- Costs for hardware and software keep going up
- 3. *Electronic Workflow – Business Process Management*
 - Electronic workflow originally part of XTEND project
 - Put on hold in 2004 due to lack of funding
 - Electronic routing and review are key to increased efficiency

Core Request Detail:

1. Network Administrator #2 – System Analyst Programmer I
 - Solves single point of failure
 - Important because of central network services for legislature
2. XSL-FO Stylesheet Programmer – System Analyst Programmer II
 - Solves single point of failure
 - Convert all stylesheets to open source programming language
3. Web Programmer #2 – System Analyst Programmer I
 - Solves single point of failure
 - Revisor web servers had over a quarter billion hits last year
4. XTEND Software Tester – Systems Analyst Programmer I
 - Have no software tester at all
 - Approximately 1,400 automated tests need to be created
5. Business Process Modeler – System Analyst Programmer II
 - Have no business process modeler
 - Critical position for electronic workflow to increase efficiency

Why Create Minnesota Administrative Rule Status System?

- MARSS would create an official, secure, permanent electronic rulemaking record – standardized across agencies
- One-stop site for both government and the public
- Enhance legislative oversight of rulemaking

Why Should the Revisor's Office Design and Build the MARSS System?

- Revisor's office programmed a beta version already with Legacy grant funding
- Significant portions of rulemaking data are created in the Revisor's office
- Revisor's office has expertise in long-term preservation and access
- Improves government efficiency - one office to track, preserve, and provide access to all legal materials

How Would the Revisor's Office Proceed?

- Gather requirements and do prototype in FY 16; explore commercially-available software to speed build phase
- Perform building phase in FY 17
- Staff needed include Project Manager/Programmer, Database Administrator, and a Legal Editor (paralegal for quality control)

