



COLORADO
Governor's Office of
Information Technology

“Enabling good government through the use of efficient, effective and elegant technology.”

OIT Presentation to Fall PAC

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OIT Process - Purchasing

(OIT_Procurement@state.co.us)

- OIT has modified it's processes for ordering IT services/goods:
 - CDOT = SAP; all other State Agencies = CORE.
- State Agency will process IT requests via RQS (CORE) or Shopping Cart (SAP) using an IT commodity code.
 - This will force the request to route through Agency approvals and OIT for standard/technical approval.
 - OIT is finalizing a detailed policy on this process.
 - CORE RQS or Shopping Cart (SAP) is in addition to following the required project gating processes through Clarity and the OIT Project Management Office.

OIT Process - Procurement Partners

(individual state email)

- Some Agencies have a designated OIT Procurement Partner, duties of these individuals vary based on need:
 - CDPHE - duties range from IT asset receipt, tagging and disposal, CORE assistance, IT Director and Agency Purchasing Director point of contact;
 - CDPS - Accounting, Budget, products/services acquisition review and approval, CORE assistance;
 - CDHS - CORE assistance, IT Director point of contact, Agency Purchasing Director assistance;
 - DOR - Fully designated IT purchasing agent.

OIT Process - Contracts

(OIT_Contracts@state.co.us)

- All contracts that contain an IT component must be approved by Steve Sizemore, OIT Contracts Director - Early involvement by Steve is strongly advised to avoid any contracting delays:
 - Prior to Solicitation, IT Contract Template Provided;
 - Post Solicitation, Contract Negotiation/Drafting Assistance;
 - Official Review/Approval on All Contracts with an IT component prior to OIT Signature;
 - Steve is an authorized OIT Signer
- OIT currently uses CORE to track workload - all requests start with an RQS as that is the only method in CORE to get to OIT

OIT Process - Vendor Management (OIT_VMO@state.co.us)

- OIT has a Vendor Management Office, responsibilities:
 - Meet with vendors to assist them in understanding how to do business with OIT - may connect vendors to business as introduction - not to be interpreted as a requirement to use a certain vendor.
 - IT Service Level Agreements (SLAs) - these must be clearly reviewed to ensure accurate fit with each specific solicitation; may be negotiated based on need.
 - Management of Vendor under contract/PO to ensure services of the agreement are received.

OIT Catalogs

- We are formalizing OIT catalogs for Services and Goods, provided:
 - In-house by OIT staff/network; and/or
 - Via external vendor (Enterprise Agreement).
- Soon to be on OIT Updated Website

OIT Catalogs (continued)

- Each Catalog will have:
 - A Title:
 - ex: Communication Services DTR/Public Safety
 - Description
 - What We Provide
 - Rates
 - Contact Person

CDOT Comments

Status/Update on Catalogs

Access for local governments/MAPO



Questions

And Thank You!