

OFFICE OF CHIEF ACCOUNTABILITY OFFICER
Summary of the State Board of Education Agenda Items
September 23, 2021

OFFICE OF TECHNOLOGY AND STRATEGIC SERVICES
OFFICE OF TEACHING AND LEADING

05.A. Action: Contract with Hupp Information Technologies, Inc. to provide an upgrade to the turnkey system previously purchased, consisting of software, installation and conversion services, technical support, and training for the implementation of the web-based commercial off-the-shelf teacher licensure system and modify contract to provide additional enhancements to the Educator Licensure Management System (ELMS) for supporting a document management system for the Office of Teaching and Leading [Goal 4 – MBE Strategic Plan]

Awarded Vendor: Hupp Information Technologies, Inc.
Springfield, IL

Scope of Project: The purpose of this contract is to purchase an upgrade to the original Educator Licensure Management System (ELMS) as well as two new modules related to the Professional Growth System (PGS) and local district accreditation, to include maintenance services at the originally agreed upon annual rate and expand the scope of the Educator Licensure Management System that would allow for additional enhancements and functionalities as set forth in RFP No. 3556 and Change Order Number One.

Personnel associated with this contract are not former Department employees or related to any Department employees.

Scope of Contract:

- Term of Contract: February 26, 2018 – June 30, 2022
- Cost of Current Contract: \$390,000 (\$120,000 State Funds)
- Modification Increase: \$299,000
- Total Cost of Modified Contract: \$689,000
- Method of Award: ITS Procurement

Funding Source: State and Federal funds

This item references Goal 4 of the *Mississippi Board of Education 2018 – 2022 Strategic Plan*.

Recommendation: Approval

Back-up material attached

Back-up Material - Contract		
License and Maintenance	Cost	Date Due
HIT-LS 3.0 License and Software	\$60,000	Delivery of Code to MDE
HIT-EES 2.0 License and Software	\$60,000	Delivery of Code to MDE
HIT-Accred 1.5 License and Software	\$60,000	Delivery of Code to MDE
Phase 1 - HIT-LS, HIT-Accred, HIT-EES Merged with ELMS	\$10,000	Milestone: Target Date 03/05/2018
Phase 1 - Final Customization List and Work Plan	\$10,000	Milestone: Target Date 03/09/2018
Phase 2- Implementation of HIT-LS Customizations	\$10,000	Milestone: Target Date 04/30/2018
Phase 2 - Implementation of HIT-EES Customizations	\$10,000	Milestone: Target Date 05/31/2018
Phase 2 - Implementation of HIT-Accred Customizations	\$10,000	Milestone: Target Date 06/30/2018
Phase 3 - FY 2019 Maintenance and Support	\$40,000	June 30, 2018
Phase 3 - FY 2020 Maintenance and Support	*\$40,000	June 30, 2019
Phase 3 - FY 2021 Maintenance and Support	*\$40,000	June 30, 2020
Phase 3 - FY 2022 Maintenance and Support	*\$40,000	June 30, 2021

Totals: \$390,000

less \$270,000 (paid by Southern Regional Educational Board (SREB) on behalf of MDE)

*\$120,000 total for MDE

EXHIBIT A-1

Enhancement Name	Type	Description	Hours Estimate	Rate	Total
Correspondence Queue Enhancements	Usability Enhancement	Queue usability enhancements	0	\$125.00	\$0.00
	Usability Enhancement	Arrange documents by date and alphabetical order	5	\$125.00	\$625.00
	Usability Enhancement	Expand list to show all or show a page count (provide selectable option for both)	6	\$125.00	\$750.00
	Usability Enhancement	Add "mark all" option for "Mark Processed"	5	\$125.00	\$625.00
Total			16	\$125.00	\$2,000.00
U.S. Citizenship Language Update	Functionality Enhancement	Update citizenship status questionnaire using the following three options: 1) I am a United States Citizen; 2) I am a legal permanent resident of the United States; 3) I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act with an alien number issued by the Department of Homeland Security or other federal immigration agency. My alien number issued by the Department of Homeland Security or other immigration agency is _____.	8	\$125.00	\$1,000.00
	Functionality Enhancement	Add citizenship status to the educator's homepage in second column (column highlighted in green)	12	\$125.00	\$1,500.00
		Add a Verification of Lawful Presence document type to the Institution and District roles.	4	\$125.00	\$500.00
Total			24	\$125.00	\$3,000.00
View CEU Certificates	Functionality Enhancement	Add "view" certificate column and merge CEU certificates feature in Professional Development Section	8	\$125.00	\$1,000.00
	Functionality Enhancement	Include an "Unacceptable CEU indicator" to be marked by analysts after renewal review along with a check box feature detailing reason(s) for deficiency	8	\$125.00	\$1,000.00
Total			16	\$125.00	\$2,000.00

Enhancement Name	Type	Description	Hours Estimate	Rate	Total
COVID Related	New Functionality	Screen showing educators with renewal extensions	16	\$125.00	\$2,000.00
Total			16	\$125.00	\$2,000.00
District & Institution Access	Functionality Enhancement	Add the name of the institution to all online recommendations	6	\$125.00	\$750.00
	Functionality Enhancement	Allow the certification officers to request edit errors on recommendations (Add the Request for Update to ELMS Account submission for edits to an SSN)	6	\$125.00	\$750.00
	Functionality Enhancement	Allow resubmission of recommendations after they expired	6	\$125.00	\$750.00
	Functionality Enhancement	March 1 st – Include school year 2021-2022 to the dropstep 1 of district requests	6	\$125.00	\$750.00
Total			24	\$125.00	\$3,000.00
Reconstruct Staff Assignments	Functionality Enhancement	Update the way documents are routed to match the changing needs of the licensure office	24	\$125.00	\$3,000.00
Total			24	\$125.00	\$3,000.00
New School Year Selection	Functionality Enhancement	After March 1, ask candidates if they want their issued for this FY or the next FY	32	\$125.00	\$4,000.00
Total			32	\$125.00	\$4,000.00
New Merge Educators Screen	Functionality Enhancement	Create new screen to auto merge educators from duplicate header records	40	\$125.00	\$5,000.00
Total			40	\$125.00	\$5,000.00
New Application Tracker	Functionality Enhancement	Create Dominos style application tracker to give educator feedback on where he is in the process	120	\$125.00	\$15,000.00
Total			120	\$125.00	\$15,000.00
New Educator Interface	Functionality Enhancement	Create new front-end interface for educator portal and upgrade to the new modern look and feel	320	\$125.00	\$40,000.00
Total			320	\$125.00	\$40,000.00
New District Interface	Functionality Enhancement	Create new front-end interface for district portal and upgrade to the new modern look and feel	320	\$125.00	\$40,000.00
Total			320	\$125.00	\$40,000.00
New Institution Interface	Functionality Enhancement	Create new front-end institution and upgrade to new modern look and feel	320	\$125.00	\$40,000.00

Enhancement Name	Type	Description	Hours Estimate	Rate	Total
Total			320	\$125.00	\$40,000.00
New Other Recommending Agency Interface	Functionality Enhancement	Create new front-end interface for other recommending agencies portal and upgrade to the new modern look and feel	320	\$125.00	\$40,000.00
Total			320	\$125.00	\$40,000.00
New SEMI Interface	Functionality Enhancement	Create new interface for SEMI portal and upgrade to the new modern look and feel	320	\$125.00	\$40,000.00
Total			320	\$125.00	\$40,000.00
New Internal Interface	Functionality Enhancement	Create new front-end interface for internal portal and upgrade to the new modern look and feel	320	\$125.00	\$40,000.00
Total			320	\$125.00	\$40,000.00
IVR/ELMS Interface	Functionality Enhancement	Integrate ELMS data interchange into selected IVR platform	160	\$125.00	\$20,000.00
Total			160	\$125.00	\$20,000.00
Enhancement Total			2,392	\$125.00	\$299,000.00
Grand Total					\$299,000.00