

OFFICE OF CHIEF INFORMATION OFFICER
Summary of State Board of Education Agenda Items
January 17, 2019

OFFICE OF TECHNOLOGY AND STRATEGIC SERVICES

03.B. Action: Contract to renew and expand services with Harris, Mackessey & Brennan (HMB), the vendor for the state's online application system (MCAPS) for grant programs administered by the Mississippi Department of Education [Goals 1, 2, 3, 4, 5, and 6 – MBE Strategic Plan]

Vendor: Harris, Mackessey & Brennan (HMB)
Westerville, Ohio

Scope of Project: Mississippi Comprehensive Automated Performance-based System (MCAPS) is a web-based grants management system that is currently being utilized by all of the state's Local Education Agencies (LEAs), neglected and delinquent grantees, and several grant programs across the Mississippi Department of Education (MDE). The application reduces the administrative burden placed on LEAs when applying for grant funding, in addition to increasing transparency of grant activities to ensure funds are spent in accordance with federal and state guidelines.

The initial proposal five (5) years ago did not include all grant programs administered by the MDE. After various audits and USDE monitoring visits, it was determined that the MDE needed to centralize all grants into one system that would allow LEAs and other grantees to apply for funding, amend projects, and request reimbursements. Since this time, HMB has developed a monitoring component which will be beneficial with ensuring the alignment of plans and budgets to actual expenditures along with meeting the intents and purposes of all programs. Continued implementation of this platform will provide uniformity with the functionality and reporting across programs with SEA, LEA, and other grantee staff. In addition, the platform provides transparency by availing to the public the allocations, plan, budget, and request for reimbursement by grant program and grantee.

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

Scope of Contract:

Term of Contract: July 1, 2019 – June 30, 2024

Total Amount to Be Awarded: \$1,509,908.04

Method of Award: ITS Sole Source

Funding Source: Federal and State Funds

This item references Goals 1, 2, 3, 4, 5, and 6 of the *Mississippi Board of Education 2018-2022 Strategic Plan*.

Recommendation: Approval

Back-up material attached

OFFICE OF CHIEF INFORMATION OFFICER
Summary of State Board of Education Agenda Items
January 17, 2019

Executive Summary

Mississippi Comprehensive Automated Performance-based System

The Office of Federal Programs, Office of Grants Management and the Office of Technology and Strategic Services have been working with the Mississippi Department of Information Technology Services (ITS) since October 2018 to procure the renewal and expansion of a grants management system for all grants administered by the MDE. This system will allow LEAs and other grantees to apply for funding, amend projects, and request reimbursements.

Procurement Summary

This procurement was conducted through ITS using the Sole Source certification request.

KEY COMPONENTS OF THE SYSTEM INCLUDE:

Tools

- Planning Tool
- Funding Applications
- Request for Funds
- Monitoring
- Reporting
- Document Library
- Project Summary
- Help Desk
- Administrative Function

COST INFORMATION

Description	Amount
Application Set-up for 10 additional grants	\$160,000
Monitoring Instruments	\$120,000
Enhancements	\$250,000
Hosting, Maintenance, and Support for 28 grants over 5 years.	\$979,908.04
Total	\$1,509,908.04

VENDOR INFORMATION

HMB is a nationally known company whose software is built specifically for the education sector and ensures compliance with federal and state requirements. HMB is an expert in navigating federal regulations and the system is highly adaptable to account for changes in legislation as they occur.