

SENATE BILL 705

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CF HB 738

By: **Senator Hester**

Introduced and read first time: January 27, 2025

Assigned to: Budget and Taxation

A BILL ENTITLED

1 AN ACT concerning

2 **Department of Information Technology – Reporting Guidelines**

3 FOR the purpose of altering the content of certain reports by the Department of
4 Information Technology relating to the Information Technology Investment Fund;
5 requiring the reports to be written and structured in a certain manner and made
6 publicly available on the Department's website; and generally relating to reporting
7 by the Department of Information Technology.

8 BY repealing and reenacting, without amendments,
9 Article – State Finance and Procurement
10 Section 3.5–309(a)
11 Annotated Code of Maryland
12 (2021 Replacement Volume and 2024 Supplement)

13 BY repealing and reenacting, with amendments,
14 Article – State Finance and Procurement
15 Section 3.5–309(n) and (o)
16 Annotated Code of Maryland
17 (2021 Replacement Volume and 2024 Supplement)

18 SECTION 1. BE IT ENACTED BY THE GENERAL ASSEMBLY OF MARYLAND,
19 That the Laws of Maryland read as follows:

20 **Article – State Finance and Procurement**

21 3.5–309.

22 (a) There is an Information Technology Investment Fund.

EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.

[Brackets] indicate matter deleted from existing law.



(n) (1) On or before [November] **OCTOBER** 1 of each year, the Secretary shall report to the Governor and the Secretary of Budget and Management and, in accordance with § 2–1257 of the State Government Article, to the Senate Budget and Taxation Committee, the Senate Committee on Education, Energy, and the Environment, the House Appropriations Committee, the House Health and Government Operations Committee, and the Joint Committee on Cybersecurity, Information Technology, and Biotechnology.

(2) The report shall include:

(i) the financial status of the Fund and a summary of its operations for the preceding fiscal year;

(ii) an accounting for the preceding fiscal year of all money from each of the revenue sources specified in subsection (e) of this section, including any expenditures made from the Fund; and

(iii) for each project receiving money from the Fund in the preceding fiscal year and for each major information technology development project or expedited project receiving funding from any source other than the Fund in the preceding fiscal year:

1. A BRIEF DESCRIPTION OF THE PROJECT, INCLUDING MAJOR CUSTOMERS AND INTERDEPENDENCIES WITH OTHER SYSTEMS;

2. AN ANALYSIS OF HOW THE PROJECT GOALS PROVIDE AN ADVANTAGE OVER CURRENT AGENCY OPERATIONS, INCLUDING A DESCRIPTION OF KEY PROJECT GOALS, CRITICAL SUCCESS FACTORS, HOW THE PROJECT SUPPORTS THE BUSINESS PROCESS, AND WHETHER THE SUCCESSFUL PROJECT WILL PROVIDE A BASIS FOR A FUTURE PROJECT AT THE SAME OR ANY OTHER UNIT OF STATE GOVERNMENT;

3. A DESCRIPTION OF TECHNOLOGIES EMPLOYED IN THE PROJECT;

4. AN ASSESSMENT OF THE VENDOR POOL OF LIKELY BIDDERS OR OFFERORS;

5. A DESCRIPTION OF THE PROCESS USED TO DEVELOP THE PROJECT;

6. AN OVERVIEW OF THE PROJECT SCHEDULE, INCLUDING ANY INTERMEDIATE PROJECT DEADLINES;

[1.] 7. the status of the project and project funding decisions;

[2.] 8. a comparison of estimated and actual costs of the project;

[3.] 9. any known or anticipated changes in scope or costs of the project;

10. A DESCRIPTION OF ANY ONGOING OPERATING EXPENSES AS A RESULT OF THE PROJECT AND A TIMELINE OF WHEN THOSE COSTS WILL BE INCURRED;

[4.] 11. an evaluation of whether the project is using best practices; and

[5.] 12. a summary of any monitoring and oversight of the project from outside the agency in which the project is being developed, including a description of any problems identified by any external review and any corrective actions taken.

(3) THE REPORT SUBMITTED UNDER THIS SUBSECTION SHALL BE:

(I) WRITTEN, AS PRACTICABLE, IN A MANNER THAT IS CLEAR, CONCISE, AND WELL-ORGANIZED AND AVOIDS TECHNICAL JARGON;

(II) STRUCTURED TO INCLUDE AN EXECUTIVE SUMMARY OF KEY INFORMATION THAT HIGHLIGHTS ACTION ITEMS AND DECISION POINTS, INCLUDING:

1. THE TOTAL VALUE OF THE PORTFOLIO, INCLUDING ANNUAL DEVELOPMENT COSTS, FUNDING SOURCES, AND PREDICTED ONGOING OPERATING COSTS OVER THE NEXT 5 YEARS;

2. A SUMMARY OF NEW PROJECTS, THE ADVANTAGES OF THE PROJECTS, AND ANY NEW OR INNOVATIVE ASPECTS OF THE DEVELOPMENT PROCESSES;

3. AN ASSESSMENT OF THE NEW TECHNOLOGIES AND BEST PRACTICES EMPLOYED ACROSS THE PORTFOLIO, INCLUDING HOW THOSE TECHNOLOGIES ALIGN TO THE STATE MASTER PLAN;

4. A DASHBOARD GRAPHIC TO DEPICT THE BASIC STATUS OF ALL PROJECTS IN THE PORTFOLIO, INCLUDING THE STATUS AS IT RELATES TO MILESTONES AND FINANCIAL INVESTMENT; AND

1 1. PROJECT DEADLINES AND ASSOCIATED
2 DELIVERABLES; AND

3 2. A DESCRIPTION OF ANY CHANGES IN SCOPE,
4 TIMELINE, AND COSTS; AND

5 [(4)] (V) any change in the monitoring or oversight status.

6 (2) THE REPORT SUBMITTED UNDER THIS SUBSECTION SHALL BE:

7 (I) WRITTEN, AS PRACTICABLE, IN A MANNER THAT IS CLEAR,
8 CONCISE, AND WELL-ORGANIZED AND AVOIDS TECHNICAL JARGON;

9 (II) STRUCTURED TO INCLUDE AN EXECUTIVE SUMMARY OF KEY
10 INFORMATION THAT HIGHLIGHTS ACTION ITEMS AND DECISION POINTS,
11 INCLUDING:

12 1. THE TOTAL VALUE OF THE PORTFOLIO, INCLUDING
13 ANNUAL DEVELOPMENT COSTS, FUNDING SOURCES, AND PREDICTED ONGOING
14 OPERATING COSTS OVER THE NEXT 5 YEARS;

15 2. A SUMMARY OF NEW PROJECTS, THE ADVANTAGES OF
16 THE PROJECTS, AND ANY NEW OR INNOVATIVE ASPECTS OF THE DEVELOPMENT
17 PROCESSES;

18 3. AN ASSESSMENT OF THE NEW TECHNOLOGIES AND
19 BEST PRACTICES EMPLOYED ACROSS THE PORTFOLIO, INCLUDING HOW THOSE
20 TECHNOLOGIES ALIGN TO THE STATE MASTER PLAN;

21 4. A DASHBOARD GRAPHIC TO DEPICT THE BASIC
22 STATUS OF ALL PROJECTS IN THE PORTFOLIO, INCLUDING THE STATUS AS IT
23 RELATES TO MILESTONES AND FINANCIAL INVESTMENT;

24 5. AN ASSESSMENT OF ANY RISKS IDENTIFIED UNDER
25 PARAGRAPH (1)(III) OF THIS SUBSECTION, BY TYPE AND AGENCY; AND

26 6. FOR THE ENTIRE PORTFOLIO, AN ASSESSMENT OF
27 PROJECT MANAGEMENT AND OVERSIGHT, DELINEATED BY AGENCY-LED PROJECTS
28 AND DEPARTMENT-LED PROJECTS, INCLUDING ALL ANTICIPATED CHANGES IN
29 SCOPE OR COSTS AND PROJECT TRACKING METRICS; AND

30 (III) MADE PUBLICLY AVAILABLE ON THE DEPARTMENT'S
31 WEBSITE.

1 SECTION 2. AND BE IT FURTHER ENACTED, That this Act shall take effect June
2 1, 2025.