

PROCUREMENT OFFICER'S DETERMINATION
Intergovernmental Cooperative Purchasing
COMAR 21.05.09.04

Department/Procurement Agency: Department of General Services

Contract Term: One year from the date of execution by the Participating Entity

Amount: NTE \$49,920

Category: Information Technology

Contract Type: Fixed Price

Name and address of selected Contractor: **Gartner, Inc.**
1201 Wilson Blvd.
Arlington, VA 22209

Scope Description:

The State of Maryland, through the Department of Information Technology (“DoIT”), seeks to execute a participating addendum (“Participating Addendum”) with Gartner, Inc. under the National Association of State Procurement Officials Procurement of Acquisition Support Services (PASS) Contract (“NASPO Contract”). NASPO strives to make the governmental procurement process more efficient by establishing competitively priced contracts. This NASPO Contract is available to State agencies nationwide, institutions of higher education, cities and counties. It has been awarded by a public competitive procurement process that is compliant with Maryland State statutes.

Under the Participating Addendum Gartner, Inc. will provide the following services to the State of Maryland:

- A. **Conduct Market Scan:** includes market intelligence on the various U.S. states and how they are delivering their ERP needs for Finance, HR, and Payroll. This task will include a briefing to the Exploratory Committee and will help identify the additional analyses that will need to be done to address their questions and concerns.
- B. **Establish Strategic Context:** Examines current state and orients all the State key ERP systems and initiatives to the business capability model for Finance, HR, and Payroll. This is a report that allows all stakeholders to visualize the various moving parts and will be the foundation for the future state roadmap. The report will include a high level status of each system or initiative that covers the capabilities in the BCM.

- C. Create Roadmap: A focus on Readiness activities and outlines what activities should be pursued in the next several months. Gartner will speak to the high level approach options available, but will stop short of recommending a best option and outline the decisions that will need to be made, and steps recommended to inform and make those decisions.

Basis for Selection:

Gartner, Inc was selected because of their experience with and understanding of the State's Financial Management Information System (FMIS) and payroll system. The use of this procurement method will reduce the time-period between need determination and delivery of the services; will ensure expeditious transparency to the citizens of Maryland and reduce the administrative burden on DoIT. In accordance with COMAR 21.05.09.04, it is determined that this Participating Addendum will provide cost benefits to the State, will promote administration efficiencies, and promote intergovernmental cooperation. The Participation Addendum is in the best interest of the State and is not intended to evade the purpose of Division II of the State Finance Procurement Article.

Determination By:

Susan Howells

Date: April 20, 2022

DoIT, Procurement Officer

Approved by:

Lance Schine

[Lance Schine -DoIT- \(Apr 22, 2022 11:38 EDT\)](#)

Date: Apr 22, 2022

DoIT, Secretary (or designee)

A. L. Zeman

DGS Chief Procurement Officer

Date: _____

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Final Audit Report

2022-09-28

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