

REPORTS OF SPECIAL COMMITTEES

SPECIAL COMMITTEE TO STUDY COMPUTER NEEDS OF THE VSB

William T. Wilson, Chair

The Computer Committee was called on in the fall of 1998 by President John Keith to monitor plans for the bar's computer software upgrade. In addition, two new members of the committee with experience in the area were asked to work with the staff in addressing Y2K issues.

The staff spent the first half of the fiscal year working with the Department of Information Technology to complete the system requirements document for the software project. The committee reviewed the final draft of the document in March 1999 and authorized the staff to circulate a request for information (RFI) to potential vendors. This process allowed us to obtain additional information regarding the various approaches that can be taken in accomplishing a software conversion project as well as an estimate of the cost involved. Due to the current budget situation, the bar is not able to award a contract at this time and this method was preferred over the more formal bid process.

The committee met again in June to review the responses to the RFI. Sixty-seven RFI's were mailed; thirty from lists provided by the Department of Information Technology and the Department of General Services, and an additional thirty-seven to vendors from requests generated by an advertisement placed in the Virginia Business Opportunities, published by the Department of General Services. Fourteen responses were received, representing three different approaches, ranging in cost from \$195,000 to \$1,500,000. The time frame for completing the project ranged from six months to twenty-eight months. After discussion, the committee determined it needed additional time to review the information presented before taking a vote.

The committee met again on July 30, 1999 and voted to ask the Budget and Finance Committee to allocate \$1,000,000 over the next two fiscal years to complete the software rewrite project. ❀