

ASSEMBLY BILL NO. 279—ASSEMBLYWOMAN SWANK

MARCH 15, 2019

Referred to Committee on Government Affairs

SUMMARY—Creates the Office of Project Management within the Department of Administration. (BDR 18-1021)

FISCAL NOTE: Effect on Local Government: No.
Effect on the State: Yes.

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EXPLANATION – Matter in *bolded italics* is new; matter between brackets ~~omitted material~~ is material to be omitted.

AN ACT relating to the Department of Administration; creating the Office of Project Management within the Department of Administration; requiring the Director of the Department to appoint a Chief Program Manager to administer the Office; requiring the Office to oversee certain information technology projects; authorizing the Chief Program Manager to adopt certain regulations; and providing other matters properly relating thereto.

Legislative Counsel's Digest:

Existing law creates the Department of Administration. (NRS 232.213) **Section 9** of this bill creates the Office of Project Management within the Department. **Section 10** of this bill requires the Director of the Department to appoint a Chief Project Manager to administer the Office.

Section 4 of this bill requires the Office to oversee each information technology project of a state agency if: (1) the budget of the project is \$500,000 or more; or (2) the costs of the project will exceed the original budget by the lesser of 10 percent of the original budget or \$1,000,000.

Section 5 of this bill: (1) requires a state agency to prepare and submit to the Chief Project Manager a project plan; and (2) sets forth the requirements for such project plan.

Section 6 of this bill: (1) requires a state agency to submit to the Chief Project Manager a written report every 90 days until the project is completed; and (2) sets forth the requirements for such report.



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THE PEOPLE OF THE STATE OF NEVADA, REPRESENTED IN
SENATE AND ASSEMBLY, DO ENACT AS FOLLOWS:

Section 1. Chapter 232 of NRS is hereby amended by adding thereto the provisions set forth as sections 2 to 7, inclusive, of this act.

Sec. 2. *As used in sections 2 to 7, inclusive, of this act, "state agency" means every public agency, bureau, board, commission, department or division of the Executive Department of the State Government.*

Sec. 3. 1. *The Chief Project Manager of the Office of Project Management may, within the limits of money appropriated or expended for this purpose, employ such persons as he or she deems necessary.*

2. Employees of the Office are not in the classified or unclassified service of the State and serve at the pleasure of the Chief.

Sec. 4. *The Office of Project Management shall oversee each information technology project of a state agency:*

1. That has a budget of \$500,000 or more; or

2. If it has been determined that the actual costs of which will exceed the original budget by more than \$1,000,000 or 10 percent of the original budget, whichever is less.

Sec. 5. 1. *Except as otherwise provided in subsection 6, a state agency shall prepare and submit to the Chief Project Manager a project plan for each information technology project that is subject to the oversight of the Office of Project Management pursuant to section 4 of this act. The project plan must be approved by the Chief Project Manager of the Office.*

2. A project plan must include, without limitation:

(a) A budget for the project in such form as required by the Chief Project Manager;

(b) A description of the justification for and scope of the project, including, without limitation:

(1) Intended uses for the additional or improved information technology;

(2) A list of entities and persons that will be affected by the project; and

(3) A description of the added functionality intended to result from the project.

(c) An analysis of any alternative means by which such information technology needs and uses could be satisfied;

(d) A schedule for the completion of the project and each phase of the project that describes the tasks to be completed during the overall project and each phase; and



(e) *A financial plan, including, without limitation:*

(1) *The proposed source or sources of funding;*

(2) *Categorized expenditures for each phase of the project;*

(3) *Cost estimates for needs analyses or other investigations, consulting or other professional services, computer programs, data, equipment and buildings or, if applicable, major repairs or improvements to computer programs, data, equipment and buildings; and*

(4) *A cost-benefit analysis based on the qualitative and financial benefits of the project.*

3. *The Chief Project Officer shall review all specifications for bids or proposals for an information technology project that is subject to the oversight of the Office.*

4. *A state agency shall not contract with a vendor to implement an information technology project if the vendor prepared or assisted in the preparation of the project plan or any other plan related to the project that was prepared before the plan was approved by the Chief Project Manager.*

5. *Except as otherwise provided in subsection 6, the Chief Project Manager and the head of a state agency implementing an information technology project subject to the oversight of the Office shall meet not less than once per week for the duration of the project to ensure that the project does not deviate from the approved completion schedule or budget.*

Sec. 6. *In addition to the project plan required pursuant to section 5 of this act, each state agency implementing an information technology project that is overseen by the Office of Project Management must submit to the Chief Project Manager a written report relating to the project. Such report must be submitted every 90 days until the project is completed and include, without limitation, a risk report, a critical path analysis, a task completion rate and an explanation of the expenditures made during the reporting period.*

Sec. 7. *The Chief Project Manager may adopt any regulations necessary to carry out the provisions of sections 2 to 7, inclusive, of this act.*

Sec. 8. NRS 232.212 is hereby amended to read as follows:

232.212 As used in NRS 232.212 to 232.227, inclusive, *and sections 2 to 7, inclusive, of this act*, unless the context requires otherwise:

1. "Department" means the Department of Administration.

2. "Director" means the Director of the Department.

3. "Public body" has the meaning ascribed to it in NRS 241.015.



Sec. 9. NRS 232.213 is hereby amended to read as follows:
232.213 1. The Department of Administration is hereby created.

2. The Department consists of a Director and the following:
- (a) Risk Management Division.
 - (b) Hearings Division, which consists of hearing officers, compensation officers and appeals officers.
 - (c) State Public Works Division.
 - (d) Purchasing Division.
 - (e) Administrative Services Division.
 - (f) Division of Human Resource Management.
 - (g) Division of Enterprise Information Technology Services.
 - (h) Division of State Library, Archives and Public Records.
 - (i) Office of Grant Procurement, Coordination and Management.
 - (j) Fleet Services Division.
 - (k) Public Employees' Deferred Compensation Program.
- (l) Office of Project Management.*

Sec. 10. NRS 232.215 is hereby amended to read as follows:
232.215 The Director:

1. Shall appoint an Administrator of the:
- (a) Risk Management Division;
 - (b) State Public Works Division;
 - (c) Purchasing Division;
 - (d) Administrative Services Division;
 - (e) Division of Human Resource Management;
 - (f) Division of Enterprise Information Technology Services;
 - (g) Division of State Library, Archives and Public Records;
 - (h) Office of Grant Procurement, Coordination and Management; and
 - (i) Fleet Services Division.

2. Shall, with the concurrence of the Governor and the Committee to Administer the Public Employees' Deferred Compensation Program, appoint the Executive Officer of the Public Employees' Deferred Compensation Program.

3. *Shall appoint the Chief Program Manager of the Office of Project Management.*

4. Shall serve as Chief of the Hearings Division and shall appoint the hearing officers and compensation officers. The Director may designate one of the appeals officers in the Division to supervise the administrative, technical and procedural activities of the Division.

~~[4.]~~ 5. Is responsible for the administration, through the divisions of the Department, of the provisions of chapters 233F, 242 and 284 of NRS, NRS 287.250 to 287.370, inclusive, and chapters 331, 333, 336, 338, 341 and 378 of NRS and all other



provisions of law relating to the functions of the divisions of the Department.

~~§ 6.~~ **6.** Is responsible for the administration of the laws of this State relating to the negotiation and procurement of medical services and other benefits for state agencies.

~~§ 7.~~ **7.** Has such other powers and duties as are provided by law.

Sec. 11. NRS 232.2165 is hereby amended to read as follows:

232.2165 1. The Administrator of:

(a) The State Public Works Division;

(b) The Purchasing Division;

(c) The Administrative Services Division;

(d) The Division of Human Resource Management;

(e) The Division of Enterprise Information Technology Services;

(f) The Division of State Library, Archives and Public Records;

(g) The Office of Grant Procurement, Coordination and Management; and

(h) The Fleet Services Division,

↳ of the Department serves at the pleasure of the Director and is in the unclassified service of the State.

2. The Executive Officer of the Public Employees' Deferred Compensation Program appointed pursuant to NRS 232.215 is in the unclassified service of the State and serves at the pleasure of the Director, except that he or she may be removed by a majority vote of the Committee to Administer the Public Employees' Deferred Compensation Program.

3. The Chief Project Manager of the Office of Project Management serves at the pleasure of the Director and is in the unclassified service of the State.

Sec. 12. This act becomes effective on July 1, 2019.

