

Minutes of Meeting
Georgia Commission on Child Support
Calculator/Technology Committee
November 12, 2014

Present:

Ms. Wendy Williamson, Chair (via teleconference)
Ms. Deborah Johnson Atlanta Legal Aid (via teleconference)
Judge Brenda Weaver, Appalachian Judicial Circuit (via teleconference)
Mr. Ryan Bradley, Policy Paternity Unit, DCSS
Mr. Scott Harlan, Associate IT Director, Georgia Tech Research Institute
Ms. Pat Buonodono, staff
Ms. Elaine Johnson, staff
Mr. Bruce Shaw, staff

The meeting was brought to order at 3:35 p.m.

- I. Welcome and Introductions
- II. Review/Approval of Minutes of Last Meeting

The approval of the minutes of the November 3, 2014 meeting was postponed to allow Committee members adequate time to review.

- III. Old Business
 - a. Bid Evaluations

A panel of five was assigned to evaluate each bid received. Three panel members are on the Technology and Calculator Committee: Wendy Williamson, Ryan Bradley, and Scott Harlan. The remaining two panel participants were Elaine Johnson who is staff to the Commission and the project manager for the current calculator and the other was Tony Mazza who is the Assistant Division Director for Information Technology at the Administrative Office of the Courts.

- b. Bid Selection

The five members who evaluated the bids unanimously recommended that neither bid be accepted due to a lack of specificity in the work proposed to be provided. Deborah Johnson made a motion to not accept either bid. Scott Harlan seconded the motion. The motion carried unanimously.

- IV. New Business

Wendy Williamson advised the Committee that it now needed to start the bidding process over again. Patricia Buonodono stated that the requirements document needed refinement before moving forward. Scott Harlan was asked to assist in the creation of a draft document of the requirements that could be reviewed at the next Committee meeting. Judge Davis, Scott Harlan, Ryan Bradley, Pat Buonodono, and Elaine Johnson agreed to assist and provide input from a user's perspective.

Pat Buonodono prepared the following language to be presented to the bidders as notice of no bid being accepted:

A panel of five members of the Calculator Committee has undertaken evaluation of the two bids received for development of a new child support calculator. Evaluations were done individually then consolidated and discussed by the committee.

It is the conclusion of the committee that the bids lack appropriate specificity on how the requirements will be met. Neither bid is accepted.

The committee will immediately redraft the bid documents with requirements that are more technically descriptive and repost the request for bids.

Deborah Johnson moved to approve this language to be dispersed. Ryan Bradley seconded the motion. The motion carried unanimously.

Deborah Johnson expressed her concern that the Committee is steering away from a standalone version due to it being technically difficult. Pat Buonodono suggested the Committee could discuss this after Scott Harlan had an opportunity to speak with Judge Davis and see it from his point of view.

V. Close of meeting and scheduling of the next meeting

The meeting adjourned at 4:08 pm. The next meeting will be determined at a later date.