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Frank Edelblut
Commissioner

Christine Brennan
Deputy Commissioner

STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
101 Pleasant Street
Concord, N.H. 03301
TEL. (603) 271-3495
FAX (603) 271-1953

April 11, 2018

His Excellency, Governor Christopher T. Sununu
and the Honorable Executive Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Education, Bureau of School Finance to enter into a contract with Ryan W. Stevens of Gilford, New Hampshire (Vendor Code 286768), in an amount not to exceed \$70,000.00, to assist with the development and implementation of a web-based financial reporting system, and augmentation of the Grants Management System, effective upon Governor and Council approval through June 30, 2019. 14% Federal Funds, 86% General Funds.

Funds to support this request are available in the following accounts in FY 2018;

Commissioner's Office – Contracts for Services 06-56-56-560010-60010000-102-500731	<u>FY2018</u> \$60,000.00
Special Education – Elementary – Contracts for Services 06-56-56-562010-25040000-102-500731	\$10,000.00

EXPLANATION

A request for proposals was posted on the Department website on March 7, 2018 and in the Union Leader on March 8-11, 2018. The Department was seeking an individual or organization to develop a secure web-based application for financial reporting and create reporting functionalities to expedite various federal and state reporting requirements as well as financial analysis. The individual or organization would also augment the Grants Management System (GMS) reporting capabilities. Two proposals were received that met the criteria of the request. They were reviewed and rated, using the attached scoring rubric (Attachment A), by an

His Excellency, Governor Christopher T. Sununu
and the Honorable Executive Council
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evaluation team consisting of the Administrator, Bureau of Data Management; Business Analyst, Office of School Finance; and Education Consultant, Bureau of Instructional Support. The team recommended this individual.

Ryan W. Stevens has extensive experience as a System Development Specialist including 13 years with the State of New Hampshire Department of Revenue and Department of Education. During this time period, he developed Tobacco Tax System, the Career and Technical Education System, and the Grants Management System. He is familiar with the Department of Education's data collection and reporting requirements.

In the event that Federal Funds become no longer available, General Funds will not be requested to support this program.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Frank Edelblut', written in a cursive style.

Frank Edelblut
Commissioner of Education

Attachment A

An RFP review occurred on Monday, March 26, 2018. The RFP review panel consisted of the following employees from the Department of Education:

Saundra MacDonald PhD, Administrator, Bureau of Data Management. Ms. MacDonald brings extensive experience related to school district financial reporting as a former Assistant Superintendent.

Ron Leclerc, Business Analyst, Office of School Finance. Mr. Leclerc has over 20 years of experience at the New Hampshire Department of Education managing all areas of financial data submission and financial reporting.

Ashley Frame M.Ed, Education Consultant, Bureau of Instructional Support. Ms. Frame has many years of experience managing federal grants using the Grants Management System.

SCORING FOR FINANCIAL REPORTING SOFTWARE DEVELOPMENT PROPOSALS

Proposal Criteria in the RFP

Significance of Proposal	35 points
Quality of Services to be provided	25 points
Knowledge of Current Department Systems	25 points
Budget	15 <u>points</u>
Possible Points	100 points

2 proposals that met the RFP criteria were received and scored.

	Saundra MacDonald	Ron Leclerc	Ashley Frame	<u>Peer Review</u>
Ryan W. Stevens	90	75	98	88
BSOFT, LLC	30	55	40	42

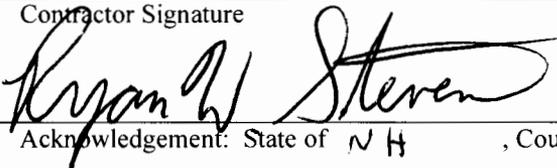
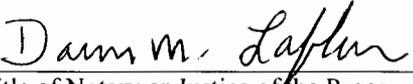
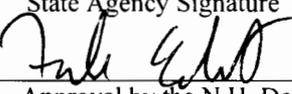
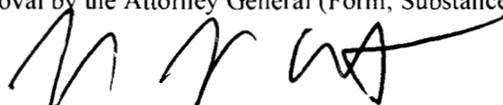
Notice: This agreement and all of its attachments shall become public upon submission to Governor and Executive Council for approval. Any information that is private, confidential or proprietary must be clearly identified to the agency and agreed to in writing prior to signing the contract.

AGREEMENT

The State of New Hampshire and the Contractor hereby mutually agree as follows:

GENERAL PROVISIONS

1. IDENTIFICATION.

1.1 State Agency Name New Hampshire Department of Education		1.2 State Agency Address 101 Pleasant St. Concord, NH 03301	
1.3 Contractor Name Ryan W. Stevens		1.4 Contractor Address 68 Henderson Rd. Gilford, NH 03249	
1.5 Contractor Phone Number 603-393-7972	1.6 Account Number See Exhibit B	1.7 Completion Date June 30, 2019	1.8 Price Limitation \$70,000.00
1.9 Contracting Officer for State Agency Matthew Welch		1.10 State Agency Telephone Number 603-271-2752	
1.11 Contractor Signature 		1.12 Name and Title of Contractor Signatory Ryan W. Stevens	
1.13 Acknowledgement: State of <u>NH</u> , County of <u>Merrimack</u> On <u>4-13-18</u> , before the undersigned officer, personally appeared the person identified in block 1.12, or satisfactorily proven to be the person whose name is signed in block 1.11, and acknowledged that s/he executed this document in the capacity indicated in block 1.12.			
1.13.1 Signature of Notary Public or Justice of the Peace <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> [Seal]  </div> <div style="text-align: center;"> DAWN M. LAFLAM Justice of the Peace State of New Hampshire My Commission Expires March 7, 2023 </div> </div>			
1.13.2 Name and Title of Notary or Justice of the Peace			
1.14 State Agency Signature 		1.15 Name and Title of State Agency Signatory Date: <u>4/19/18</u> FRANK EDELBLUT, COMMISSIONER OF EDUCATION	
1.16 Approval by the N.H. Department of Administration, Division of Personnel (if applicable) By:  Director, On: <u>4-23-18</u>			
1.17 Approval by the Attorney General (Form, Substance and Execution) (if applicable) By:  On: <u>4/26/18</u>			
1.18 Approval by the Governor and Executive Council (if applicable) By: _____ On: _____			

2. EMPLOYMENT OF CONTRACTOR/SERVICES TO BE PERFORMED. The State of New Hampshire, acting through the agency identified in block 1.1 ("State"), engages contractor identified in block 1.3 ("Contractor") to perform, and the Contractor shall perform, the work or sale of goods, or both, identified and more particularly described in the attached EXHIBIT A which is incorporated herein by reference ("Services").

3. EFFECTIVE DATE/COMPLETION OF SERVICES.

3.1 Notwithstanding any provision of this Agreement to the contrary, and subject to the approval of the Governor and Executive Council of the State of New Hampshire, if applicable, this Agreement, and all obligations of the parties hereunder, shall become effective on the date the Governor and Executive Council approve this Agreement as indicated in block 1.18, unless no such approval is required, in which case the Agreement shall become effective on the date the Agreement is signed by the State Agency as shown in block 1.14 ("Effective Date").

3.2 If the Contractor commences the Services prior to the Effective Date, all Services performed by the Contractor prior to the Effective Date shall be performed at the sole risk of the Contractor, and in the event that this Agreement does not become effective, the State shall have no liability to the Contractor, including without limitation, any obligation to pay the Contractor for any costs incurred or Services performed. Contractor must complete all Services by the Completion Date specified in block 1.7.

4. CONDITIONAL NATURE OF AGREEMENT.

Notwithstanding any provision of this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability and continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available appropriated funds. In the event of a reduction or termination of appropriated funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Contractor notice of such termination. The State shall not be required to transfer funds from any other account to the Account identified in block 1.6 in the event funds in that Account are reduced or unavailable.

5. CONTRACT PRICE/PRICE LIMITATION/PAYMENT.

5.1 The contract price, method of payment, and terms of payment are identified and more particularly described in EXHIBIT B which is incorporated herein by reference.

5.2 The payment by the State of the contract price shall be the only and the complete reimbursement to the Contractor for all expenses, of whatever nature incurred by the Contractor in the performance hereof, and shall be the only and the complete compensation to the Contractor for the Services. The State shall have no liability to the Contractor other than the contract price.

5.3 The State reserves the right to offset from any amounts otherwise payable to the Contractor under this Agreement those liquidated amounts required or permitted by N.H. RSA 80:7 through RSA 80:7-c or any other provision of law.

5.4 Notwithstanding any provision in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made hereunder, exceed the Price Limitation set forth in block 1.8.

6. COMPLIANCE BY CONTRACTOR WITH LAWS AND REGULATIONS/ EQUAL EMPLOYMENT OPPORTUNITY.

6.1 In connection with the performance of the Services, the Contractor shall comply with all statutes, laws, regulations, and orders of federal, state, county or municipal authorities which impose any obligation or duty upon the Contractor, including, but not limited to, civil rights and equal opportunity laws. This may include the requirement to utilize auxiliary aids and services to ensure that persons with communication disabilities, including vision, hearing and speech, can communicate with, receive information from, and convey information to the Contractor. In addition, the Contractor shall comply with all applicable copyright laws.

6.2 During the term of this Agreement, the Contractor shall not discriminate against employees or applicants for employment because of race, color, religion, creed, age, sex, handicap, sexual orientation, or national origin and will take affirmative action to prevent such discrimination.

6.3 If this Agreement is funded in any part by monies of the United States, the Contractor shall comply with all the provisions of Executive Order No. 11246 ("Equal Employment Opportunity"), as supplemented by the regulations of the United States Department of Labor (41 C.F.R. Part 60), and with any rules, regulations and guidelines as the State of New Hampshire or the United States issue to implement these regulations. The Contractor further agrees to permit the State or United States access to any of the Contractor's books, records and accounts for the purpose of ascertaining compliance with all rules, regulations and orders, and the covenants, terms and conditions of this Agreement.

7. PERSONNEL.

7.1 The Contractor shall at its own expense provide all personnel necessary to perform the Services. The Contractor warrants that all personnel engaged in the Services shall be qualified to perform the Services, and shall be properly licensed and otherwise authorized to do so under all applicable laws.

7.2 Unless otherwise authorized in writing, during the term of this Agreement, and for a period of six (6) months after the Completion Date in block 1.7, the Contractor shall not hire, and shall not permit any subcontractor or other person, firm or corporation with whom it is engaged in a combined effort to perform the Services to hire, any person who is a State employee or official, who is materially involved in the procurement, administration or performance of this

Agreement. This provision shall survive termination of this Agreement.

7.3 The Contracting Officer specified in block 1.9, or his or her successor, shall be the State's representative. In the event of any dispute concerning the interpretation of this Agreement, the Contracting Officer's decision shall be final for the State.

8. EVENT OF DEFAULT/REMEDIES.

8.1 Any one or more of the following acts or omissions of the Contractor shall constitute an event of default hereunder ("Event of Default"):

8.1.1 failure to perform the Services satisfactorily or on schedule;

8.1.2 failure to submit any report required hereunder; and/or

8.1.3 failure to perform any other covenant, term or condition of this Agreement.

8.2 Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:

8.2.1 give the Contractor a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Agreement, effective two (2) days after giving the Contractor notice of termination;

8.2.2 give the Contractor a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the contract price which would otherwise accrue to the Contractor during the period from the date of such notice until such time as the State determines that the Contractor has cured the Event of Default shall never be paid to the Contractor;

8.2.3 set off against any other obligations the State may owe to the Contractor any damages the State suffers by reason of any Event of Default; and/or

8.2.4 treat the Agreement as breached and pursue any of its remedies at law or in equity, or both.

9. DATA/ACCESS/CONFIDENTIALITY/PRESERVATION.

9.1 As used in this Agreement, the word "data" shall mean all information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, computer programs, computer printouts, notes, letters, memoranda, papers, and documents, all whether finished or unfinished.

9.2 All data and any property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason.

9.3 Confidentiality of data shall be governed by N.H. RSA chapter 91-A or other existing law. Disclosure of data requires prior written approval of the State.

10. TERMINATION. In the event of an early termination of this Agreement for any reason other than the completion of the Services, the Contractor shall deliver to the Contracting Officer, not later than fifteen (15) days after the date of termination, a report ("Termination Report") describing in detail all Services performed, and the contract price earned, to and including the date of termination. The form, subject matter, content, and number of copies of the Termination Report shall be identical to those of any Final Report described in the attached EXHIBIT A.

11. CONTRACTOR'S RELATION TO THE STATE. In the performance of this Agreement the Contractor is in all respects an independent contractor, and is neither an agent nor an employee of the State. Neither the Contractor nor any of its officers, employees, agents or members shall have authority to bind the State or receive any benefits, workers' compensation or other emoluments provided by the State to its employees.

12. ASSIGNMENT/DELEGATION/SUBCONTRACTS. The Contractor shall not assign, or otherwise transfer any interest in this Agreement without the prior written notice and consent of the State. None of the Services shall be subcontracted by the Contractor without the prior written notice and consent of the State.

13. INDEMNIFICATION. The Contractor shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based or resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Contractor. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant in paragraph 13 shall survive the termination of this Agreement.

14. INSURANCE.

14.1 The Contractor shall, at its sole expense, obtain and maintain in force, and shall require any subcontractor or assignee to obtain and maintain in force, the following insurance:

14.1.1 comprehensive general liability insurance against all claims of bodily injury, death or property damage, in amounts of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate; and

14.1.2 special cause of loss coverage form covering all property subject to subparagraph 9.2 herein, in an amount not less than 80% of the whole replacement value of the property.

14.2 The policies described in subparagraph 14.1 herein shall be on policy forms and endorsements approved for use in the State of New Hampshire by the N.H. Department of Insurance, and issued by insurers licensed in the State of New Hampshire.

14.3 The Contractor shall furnish to the Contracting Officer identified in block 1.9, or his or her successor, a certificate(s) of insurance for all insurance required under this Agreement. Contractor shall also furnish to the Contracting Officer identified in block 1.9, or his or her successor, certificate(s) of insurance for all renewal(s) of insurance required under this Agreement no later than thirty (30) days prior to the expiration date of each of the insurance policies. The certificate(s) of insurance and any renewals thereof shall be attached and are incorporated herein by reference. Each certificate(s) of insurance shall contain a clause requiring the insurer to provide the Contracting Officer identified in block 1.9, or his or her successor, no less than thirty (30) days prior written notice of cancellation or modification of the policy.

15. WORKERS' COMPENSATION.

15.1 By signing this agreement, the Contractor agrees, certifies and warrants that the Contractor is in compliance with or exempt from, the requirements of N.H. RSA chapter 281-A ("*Workers' Compensation*").

15.2 To the extent the Contractor is subject to the requirements of N.H. RSA chapter 281-A, Contractor shall maintain, and require any subcontractor or assignee to secure and maintain, payment of Workers' Compensation in connection with activities which the person proposes to undertake pursuant to this Agreement. Contractor shall furnish the Contracting Officer identified in block 1.9, or his or her successor, proof of Workers' Compensation in the manner described in N.H. RSA chapter 281-A and any applicable renewal(s) thereof, which shall be attached and are incorporated herein by reference. The State shall not be responsible for payment of any Workers' Compensation premiums or for any other claim or benefit for Contractor, or any subcontractor or employee of Contractor, which might arise under applicable State of New Hampshire Workers' Compensation laws in connection with the performance of the Services under this Agreement.

16. WAIVER OF BREACH. No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event of Default, or any subsequent Event of Default. No express failure to enforce any Event of Default shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other Event of Default on the part of the Contractor.

17. NOTICE. Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses given in blocks 1.2 and 1.4, herein.

18. AMENDMENT. This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Executive Council of the State of New Hampshire unless no

such approval is required under the circumstances pursuant to State law, rule or policy.

19. CONSTRUCTION OF AGREEMENT AND TERMS.

This Agreement shall be construed in accordance with the laws of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assigns. The wording used in this Agreement is the wording chosen by the parties to express their mutual intent, and no rule of construction shall be applied against or in favor of any party.

20. THIRD PARTIES. The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.

21. HEADINGS. The headings throughout the Agreement are for reference purposes only, and the words contained therein shall in no way be held to explain, modify, amplify or aid in the interpretation, construction or meaning of the provisions of this Agreement.

22. SPECIAL PROVISIONS. Additional provisions set forth in the attached EXHIBIT C are incorporated herein by reference.

23. SEVERABILITY. In the event any of the provisions of this Agreement are held by a court of competent jurisdiction to be contrary to any state or federal law, the remaining provisions of this Agreement will remain in full force and effect.

24. ENTIRE AGREEMENT. This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire Agreement and understanding between the parties, and supersedes all prior Agreements and understandings relating hereto.

EXHIBIT A

SCOPE OF SERVICES

Work in conjunction with department staff for the development and implementation of a web-based front end financial reporting application including design, development, testing, and configuration management.

Integrate application with the DOE single sign on MyNHDOE and the DOE Common Database.

Develop various end-user reporting functions to meet regulatory requirements and financial analysis needs.

Expand existing data submission, reporting, and certification capabilities in the Grants Management System.

Document changes to the system to guide technology releases and to support knowledge for the end-user.

Attend weekly status meetings using an online meeting platform.

Utilize the state of New Hampshire VPN/secure network internet access for communicating with the NH Department of Education's hardware.

Work collaboratively with state DoIT developers and data base administrators, and other project team members.

EXHIBIT B

BUDGET

DOE-25 Financial System	Unit Cost \$100/HR	Amount
Requirements gathering	30	\$3,000.00
Logical design	20	\$2,000.00
Physical design	30	\$3,000.00
Development, coding	180	\$18,000.00
System integration	40	\$4,000.00
Testing - Unit, System, User	60	\$6,000.00
Production release	20	\$2,000.00
Warranty, support	20	\$2,000.00
Sub-Total	400	\$40,000.00
GMS Expansion	Unit Cost \$100/HR	Amount
Requirements gathering	30	\$3,000.00
Logical design	20	\$2,000.00
Physical design	30	\$3,000.00
Development, coding	150	\$15,000.00
Testing - User	30	\$3,000.00
Production release	20	\$2,000.00
Warranty, support	20	\$2,000.00
Sub-Total	300	\$30,000.00
Total	700	\$70,000.00

Limitations on Price: This contract will not exceed \$70,000.00

Source of Funding: Funding for this contract is 86% General Funds and 14% Federal Funds as follows:

Account: Commissioner's Office – Contracts for Services	<u>FY2018</u>
06-56-56-560010-60010000-102-500731	\$60,000.00

Special Education – Elementary – Contracts for Services	<u>FY2018</u>
06-56-56-562010-25040000-102-500731	\$10,000.00

Method of Payment

Payment will be made upon the submittal of an invoice that is received monthly which is supported by a summary of activities that have taken place in accordance with the terms of the contract.

Invoices will be submitted to:
Matthew Welch, Project Director
Financial Reporting Systems
NH Department of Education
Office of School Finance
101 Pleasant Street
Concord, New Hampshire 03301

MW
4/15/18

EXHIBIT C

Authorize the Department of Education to amend Section 14.1.1 by waiving general liability coverage. The contractor will be assisting DOE staff in the development of a financial reporting application.

Summary

More than 18 years programming and application development experience including database, pc applications, web applications, web/cloud/micro services, distributed systems and embedded mobile applications utilizing multiple database disciplines and multiple language disciplines through structured development methodologies.

Computer skills

Languages

- Proficient in: Microsoft Visual C#, Microsoft Visual Basic.NET®, Microsoft Visual Basic®, SQL, T-SQL, HTML, CSS, ASP.NET, WCF, XML, AJAX, Crystal Reports, LINQ, LINQ to SQL, Entity Framework, Web Services, SSRS, Silverlight, XAML, RIA Services, MVC, SignalR
- Experience with: C#, VB.NET, VB, VBA, .NET FRAMEWORKS 1.0 thru 4.5, .NET Core, ASP.NET, ADO.NET, XML, JavaScript, JQuery, Crystal Reports, CSS, AJAX, MVC, WPF, WCF
- Solid OOP Experience – Encapsulation, Polymorphism, Inheritance, Abstraction

Software

- Database: Microsoft SQL Server 2000 thru 2018, IBM DB2 Universal for iSeries/i5OS and Microsoft Access 2000 thru 2013
 - Operating Systems: Microsoft Server 2003/2016 Standard and SBS, Microsoft Windows® XP, Microsoft Windows® Vista, Windows® 7, Windows® 8, Windows® 10
 - Tools: Microsoft Visual Studio 2003/2005/2008/2012/2013/2015/2017, Microsoft Blend, Microsoft Visual Source Safe 2005, Microsoft Office 2000-2013, Microsoft Visio, NUnit, MyGeneration, Code Smith, DevForce, CA Harvest SCM, Jira, Microsoft Team Foundation Server
-

Experience

Senior Team Lead, Senior Engineering Manager
Tempoe LLC

2015-Present

- Primary responsibilities include leading and mentoring IT and business colleagues
- Additional responsibilities include full application life cycle from gathering user requirements to end user support, with, code review, analysis, system architecture, integration, security, technical documents, modeling, coding, testing, debugging, deployment, installation and support for new and existing systems.
- Team management, hiring, project resource scoping, change management.
- Projects include risk assessment, intelligence, underwriting, service integrations, taxes, onboarding, accounting, servicing, payments.

System Development Specialist – Lead Developer
State of New Hampshire – Office of Information Technology

2001-2015

Department of Education 2006 - Present

- Responsibilities include full application life cycle from gathering user requirements to end user support, with system architecture, integration, security, technical documents, modeling, coding, testing, debugging, deployment, installation and support for new and existing systems in between.
- Additional responsibilities include mentoring software development staff, code review and analysis.
- Adequacy AID System – Lead project developer for automation of the Adequacy AID calculation for education funding of over \$500,000,000 annually to municipalities. Prior to this system, manual queries and Excel workbooks were used to calculate Adequacy AID.
- EES (Educator Evaluation System) – Lead project developer in joint effort with vendor. Merged two vendor educator information systems into one as the basis for the Educator Evaluation System. Integrated security with myNHDOE Single Sign On and Department SAU, Districts and Schools into EES. Developed cooperatively with the vendor on the UI for configuring and conducting educator evaluations.
- FNS (Food and Nutrition System) – Lead project developer. Designed/coded/implemented FNS for the School Lunch, Child and Adult Care, Summer Food Service, Special Milk and Fresh Fruit & Vegetable programs. FNS processes applications and reimbursement requests in excess of \$40 Million per year for these programs. ASP.NET 4.0.
- GMS (Grants Management System) - Designed/coded/implemented GMS to process flow through dollars to the Local Education Authorities (school administrative units/districts/schools/etc.) as sub-grantees, replacing an antiquated DOS/paper based forms process. The system drastically reduced processing time, increased accuracy and greatly improved perceptions of the DoE. GMS processes over \$100 Million yearly in Federal and State grants to the LEAs. Vendors quoted upwards of \$1 Million to replace the forms process. Received a service award from the Governor in the fall of 2011 for an estimated \$700,000 cost saving to the State. ASP.NET 3.5.
- ESS (Education Statistics System) - Redesigned ESS survey, which originally was a custom vendor survey/input system written in traditional ASP and VB6. It was rewritten in ASP.NET 2.0, then upgraded to ASP.NET 3.5. Designed/coded/implemented several new custom and dynamic surveys, including Arts, School Adequacy, 21st Century. Integrated security with myNHDOE.
- myNHDOE (Single Sign On - Security) and NHEIS (Educator Information System) - Design team member. Worked with vendor on design for integration with existing DoE systems and databases.
- I4see (Initiative 4 student excellence and e?) - Designed/coded/implemented enhancements to I4see, which is a student level data collection system. Enhancements included process improvement for flat file input and validation, as well integrated security. Later upgraded integrated security with myNHDOE Upgraded from ASP.NET 1.1 to ASP.NET 2.0, then to ASP.NET 4.0.
- CaTE (Career and Technical Education) - Inherited partially completed vendor system for CaTE that was in development for 7 years but never implemented. Redesigned the system and integrated with existing DoE data systems for data collection and security. Vendor system coded in ASP.NET 1.1. Upgraded to ASP.NET 2.0, then later to ASP.NET 3.5.
- Apprenticeship (Electrical/Plumbing) - Redesigned/coded/implemented ASP.NET 1.1 Apprenticeship web application tracking system to ASP.NET 2.0 using VB.NET & SQL Server 2000.
- Designed/coded/implemented integrated dynamic dashboard web application in ASP.NET 2.0 which provided data analysis, display and drilldown using VB.NET, SQL Server 2000.

Department of Revenue Administration 2001-2006

- Project Lead. Duties included: gathering user requirements, creating application design, application/database coding, system/user testing, implementation, deployment and support.
- Designed/coded document tracking system in VB.NET, integrated with the State's Tax Information Management System (TIMS). Designed/coded Symbol PDA 1D barcode scanning module for data capture on Palm OS.
- Designed/coded pc application to track tobacco taxes for the State of New Hampshire, VB.NET/C#/AS400 DB2.
- Redesigned Access 2000 application in VB.NET using AS400/DB2 to process Low & Moderate

Income Homeowner's Property Tax Relief claims.

- Designed and developed pc application to automate the transfer of bank deposit information for the Department of Revenue to the State's Integrated Financial System. VB6/Access 2000.
- Redesigned existing VB6 pc application to process Interest & Dividends Tax Returns and Estimates utilizing 2D barcode (PDF417) technology.
- Project member for the State's e-File Internet tax filing application.

IT Admin/Developer/Support
E&S Insurance Services LLC

1999-Present

- Implemented and maintain Windows 2008 Server/Exchange file and print network with 10 Windows 7 clients, several network printers and networked fax system.
- Developed commission tracking database using Microsoft Access – On 13th year of service.
- Developed/maintain web presence and secure benefit summary system using ASP.NET 4.0/SQL Server 2008.

Education

New Hampshire Community Technical College – Laconia
Laconia, New Hampshire

2001

- A.S., Computer Science
- 3.94 GPA

New Hampshire Community Technical College – Concord
Concord, New Hampshire

2002

- ASP.NET Web Application Development
- C# Certificate

References

Eleanor Spinazzola – Owner/President – E&S Insurance Services LLC
Gilford, NH 603-293-2791 eleanor@esinsurance.net

Scott Pratt – Professional Reference - scott@prattcom.com – 603-714-3346