

**PROPOSED REGULATION OF THE DIRECTOR OF THE
DEPARTMENT OF INFORMATION TECHNOLOGY**

LCB File No. R184-05

December 16, 2005

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

AUTHORITY: §§1-4, NRS 242.111.

A REGULATION relating to information technology; adopting by reference the *Nevada Information Technology Statewide Policies, Standards and Procedures*; and providing other matters properly relating thereto.

Section 1. NAC 242.020 is hereby amended to read as follows:

242.020 “Department” means the Department of Information ~~[Services.]~~ *Technology*.

Sec. 2. NAC 242.110 is hereby amended to read as follows:

242.110 1. The ~~[Nevada Information Systems Policies and Standards Manual is hereby adopted by reference as it existed on September 1, 1992.~~

~~—2.— Except as otherwise provided in subsection 3, a copy of:~~

~~—(a) The Nevada Information Systems Policies and Standards Manual]~~ *Director hereby adopts by reference, pursuant to NRS 233B.040, the Nevada Information Technology Statewide Policies, Standards and Procedures published by the State of Nevada Information Technology Strategic Planning Committee unless the Director determines pursuant to subsection 3 that a policy, standard or procedure is not suitable for this State.*

*2. Copies of the Nevada Information Technology Statewide Policies, Standards and Procedures may be obtained , *free of charge*, from the Department ~~[of Information Services.]~~ :*

(a) On the Internet website of the Department at

[<http://www.nitoc.nevada.gov/document_index.htm>.](http://www.nitoc.nevada.gov/document_index.htm)

(b) By telephone at (775) 684-5800.

(c) By mail, addressed to the Department of Information Technology, 505 E. King Street, Room 403, Carson City, Nevada ~~[89710, for the price of \$25.~~

~~—(b) Section 12 of the Nevada Information Systems Policies and Standards Manual may be obtained from the Department of Information Services, 505 E. King Street, Room 403, Carson City, Nevada 89710, for the price of \$10.~~

~~—3. The Department will provide, without charge, a copy of the Manual to each state agency.]~~
89701-4761.

3. The Director will periodically review the Nevada Information Technology Statewide Policies, Standards and Procedures to determine their suitability for this State. If the Director provisionally determines that a policy, standard or procedure is not suitable, he will hold a public hearing to review this determination. If, after the hearing, the Director finally determines that a policy, standard or procedure is not suitable for this State, he will, within 30 days after that determination, give notice that the policy, standard or procedure is not adopted by reference.

Sec. 3. NAC 242.130 is hereby amended to read as follows:

242.130 1. The Department will determine whether a feasibility study is required for each proposed project.

2. Each feasibility study must include:

- (a) A description of the problem to be resolved and its origin;
- (b) The objectives, scope and anticipated results of the project;
- (c) Any proposed alternate course of action;

(d) Sufficient information to allow the requesting agency and the Director to make decisions concerning the merits of the proposed project;

(e) An analysis of the costs and benefits and an assessment of the risks for each proposed alternate course of action; and

(f) A plan for the management of the project, including a schedule for reporting and reviewing the project.

3. Each alternate course of action included in a feasibility study must be consistent with:

(a) The state agency's plan for the use of resources for an information system;

(b) The biennial state plan; and

(c) The *policies*, standards *and procedures* set forth in the ~~[Nevada Information System Policies and Standards Manual.]~~ *Nevada Information Technology Statewide Policies, Standards and Procedures.*

4. A requesting agency may conduct the feasibility study independently or in conjunction with the Department. If the Department participates in the study, it will charge the requesting agency for the cost of the services it provides to the agency.

Sec. 4. NAC 242.160 is hereby amended to read as follows:

242.160 If the Department wishes to enter into a contract with a vendor on behalf of the requesting agency, it will:

1. Review the list of qualified vendors ; ~~[in accordance with the Information System Contracting Standards set forth in section 8 of the Nevada Information Systems Policies and Standards Manual;]~~

2. Coordinate the requests for proposals with the requesting agency and the Purchasing Division of the Department of Administration;

3. Coordinate and recommend approval of the proposed contract to the Budget Division of the Department of Administration; and

4. Manage the project in conjunction with the requesting agency. The Department will be primarily responsible for the technical management of the contract.