



TECHNOLOGY ACQUISITION MANAGEMENT

Technology acquisition can be a complicated, time consuming process that requires thoughtful strategic planning. Absent careful planning, organizations can define technology solutions that don't fully align with their needs or select risky, untested solutions. It's no surprise that many IT projects fail outright or fall short of meeting project objectives. That's why organizations making technology investments must first review the "big picture" of their business, carefully define their needs and requirements, and consider a broad field of options. This is the only way to make sure that you're implementing the best solution to meet your business needs.

NYSTEC has the knowledge and experience to guide your organization through the entire acquisition process, from requirements analysis to RFP preparation to vendor implementation. We will assess your needs and plan the right technology solution, so that your project progresses smoothly and is delivered on time and on budget. If your organization is finding it increasingly difficult or time consuming to acquire and implement technology solutions, let NYSTEC handle the complexities of technology acquisition management for you.

NYSTEC HAS PROVIDED

TECHNOLOGY ACQUISITION MANAGEMENT SERVICES TO: _____

- New York State Department of Environmental Conservation
- New York State Department of Health
- New York State Department of Public Service
- New York State Department of Transportation
- New York State Workers Compensation Board
- Many more New York State, New York City and local government entities

NYSTEC's Systems Integration Management (SIM) Process

Drawing from experience with the Department of Defense and industry best practices, NYSTEC uses a proven end-to-end acquisition strategy for state and local agencies: Systems Integration Management (SIM). NYSTEC's SIM process brings engineering discipline to your project, ensuring that you acquire the best, most affordable technology.

Project Planning – Before your organization embarks on any technology acquisition, you must have a complete understanding of the outcome you envision. NYSTEC assists you in developing

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this vision, a strategic framework, and the schedules to guide your procurement process. The planning phase includes development of the acquisition vision, configuration management and risk management plans, and a quality assurance plan.



Requirements Definition – Regardless of the acquisition, needs assessment and definition is critical to project success. NYSTEC’s interactive needs discovery and analysis process results in a comprehensive list of functional requirements for the proposed technology solution. The requirements definition phase includes identification, integration, and prioritization of requirements; project cost estimates; and management review.

Solicitation Management – Once your requirements are defined, prioritized, and documented, NYSTEC helps you develop a complete solicitation package—Request for Proposals (RFP), Mini-bid, and other solicitation documents. NYSTEC can also help you with all aspects of source selection including pre-proposal conference planning and follow-up, proposal scoring and evaluation, and assembly of the procurement record.

Project Tracking and Quality Assurance – After you select a vendor to provide technology services and the project is initiated, NYSTEC helps you monitor and manage your project using the latest qualitative and quantitative techniques. NYSTEC’s project tracking and quality assurance services include project management and engineering support, requirements management, and testing support.

Transition Management – NYSTEC is just as attentive to the human side of a new technology solution. Transitioning to a new system can be exciting, but also a bit traumatic for your employees and customers. NYSTEC can help your organization make a smooth adjustment through proper system planning, coordination with the vendor, acceptance testing, and training.

Ongoing Support – NYSTEC’s support doesn’t end when the new system is up and running. We help you evaluate and learn from the acquisition process, and make sure you have the proper tools and procedures in place to manage the new system. Ongoing support includes identifying lessons learned, final review of vendor deliverables, ongoing testing, and analysis of quality assurance.

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**IN-DEPTH GOVERNMENT IT EXPERIENCE,
BROAD BUSINESS KNOWLEDGE.**

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