



COMMONWEALTH of VIRGINIA

Office of the Governor

James Duffey
Secretary of Technology

March 26, 2012

The Honorable Walter A. Stosch
Chair, Senate Finance Committee
Senate of Virginia
4551 Cox Road, STE 110
Glen Allen, Virginia 23060-6740

The Honorable Lacey E. Putney
Chair, House Appropriations Committee
Virginia House of Delegates
Post Office Box 127
Bedford, Virginia 24523

The Honorable Frank M. Ruff, Jr.
Chair, Senate Committee on General Laws
and Technology
P.O. Box 332
Clarksville, Virginia 23927-0332

The Honorable S. Chris Jones
Chair, House Committee on General Laws
P.O. Box 5059
Suffolk, Virginia 23435-0059

The Honorable Kathy J. Byron
Chair, House Committee on Science and Technology
523 Leesville Road
Lynchburg, Virginia 24502-0409

Chairmen Stosch, Putney, Ruff, Jones, and Byron:

Pursuant to Enactment Clause 9 of Chapter 136 of the *2010 Virginia Acts of Assembly*, the Secretary of Technology is required to “provide in writing the criteria and requirements defining a ‘major information technology project’ to the chairs of the House Committee on General Laws, the Senate Committee on General Laws and Technology, the House Committee on Appropriations, the Senate Finance Committee, and the House Committee on Science and Technology.”

As you know, the *Code of Virginia* (§ 2.2-2006) defines a major information technology project as “any Commonwealth information technology project that has a total estimated cost of more than \$1 million or that has been designated a major information technology project by the Secretary of Technology pursuant to § 2.2-225.” Because the cost of a project may not be the only indicator of importance to the Commonwealth or of risk during the development process, the latter section provides that the Secretary of Technology may also designate “a Commonwealth information technology project that has a cost below \$1 million as a ‘major information technology project’.” The enactment clause of Chapter 136 therefore directs the Secretary of Technology to define which projects with cost of less than \$1,000,000 may be designated as major projects.

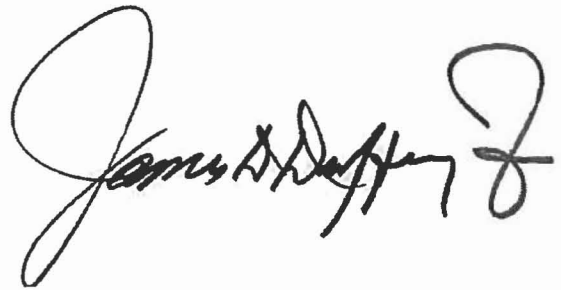
Accordingly, the following definition has been developed, in consultation with staff of the Senate Finance and House Appropriations Committees, and staff in the Project Management Division of the Virginia Information Technologies Agency:

a project with a total estimated cost of less than \$1,000,000 may be defined as a "major information technology project" if any of the following criteria apply:

- (1) the project has high risk or high complexity;
- (2) the project is critical to the immediate security or safety of Commonwealth citizens;
- (3) the project is a component of a larger Commonwealth IT Program; or,
- (4) the Governor has requested additional oversight of the project.

Thank you very much for your time and consideration. Please contact me if you have any questions or concerns regarding this definition.

Sincerely,

A handwritten signature in black ink, appearing to read "James D. Duffey, Jr.", with a large, stylized flourish at the end.

James D. Duffey, Jr.

C: The Honorable Martin Kent, Chief of Staff