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RICHMOND, VIRGINIA 23218-1197



## STATE CORPORATION COMMISSION

June 1, 2016

The Honorable Terence R. McAuliffe  
Governor of Virginia

The Honorable Thomas K. Norment, Jr.  
The Honorable Emmett W. Hanger, Jr.  
Co-Chairs, Senate Committee on Finance

The Honorable S. Chris Jones  
Chair, House Committee on Appropriations

The Honorable Frank M. Ruff, Jr.  
Chair, Senate Committee on General Laws  
and Technology

The Honorable Terry C. Kilgore  
Chair, House Committee on Commerce  
and Labor

The Honorable Frank W. Wagner  
Chair, Senate Committee on Commerce  
and Labor

Maurice A. Jones  
Secretary of Commerce and Trade

Karen R. Jackson  
Secretary of Technology

Re: Enhancements to the SCC eFile and Business One Stop Systems

Dear Governor, Committee Chairmen, and Secretaries:

As required by legislation passed during the 2013 and 2014 sessions of the General Assembly - SB 1137 (2013), HB 1760 (2013) and HB 167 (2014) - this letter reports on progress to implement enhancements to the State Corporation Commission's business entity electronic filing system (SCC eFile) and the Business Permitting Center maintained by the Department of Small Business and Supplier Diversity (DSBSD). The Business Permitting Center is known as Business One Stop.

The above-referenced legislation requires the State Corporation Commission (SCC) and DSBSD: (1) By December 1, 2014, to implement a hyperlink between SCC eFile and Business One Stop. The purpose of the hyperlink is to facilitate the collection of user information by Business One Stop. (2) "By June 30, 2018, fully integrate processes and forms" related to forming a business entity.

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We reported in our December 1, 2014 letter that the hyperlink between the two systems was successfully implemented on October 29, 2014. As stated in previous reports, during implementation of a contract to replace the Clerk's Information System (CIS) (a mainframe system that contains business entity data of record in the Office of the Clerk of the SCC), work would begin to perform the necessary analysis to achieve the goal of fully integrating the processes and forms between SCC eFile and Business One Stop.

The SCC entered into a contract in January 2015 that involved replacement of the CIS as well as implementation of an enterprise-wide electronic document management and workflow system. Based on efforts to create a statement of work to implement the contract, it became evident that the attempt to combine two distinct business needs into a single, complex project put the overall project at risk in terms of completion time and cost. Consequently, the contract was canceled in October 2015.

A project focused solely on the replacement of the CIS was initiated in November 2015. To date, the project has progressed through the phases of analyzing the current work performed in the Clerk's Office, as well as the technology and work processes to be implemented in the future that will improve the Clerk's Office functions and services. The SCC anticipates issuing a request for proposals, which will include requirements for integration with Business One Stop, in the summer of 2016, with a contract award in or about March 2017. Preliminary information indicates that the actual implementation of the new CIS will span approximately 24 months.

We appreciate the opportunity to report on the progress made to date on these important projects. If you have any questions, please do not hesitate to let us know.

Respectfully submitted,



Joel H. Peck  
Clerk of the State Corporation  
Commission



Tracey G. Wiley  
Director of the Department of  
Small Business and Supplier Diversity