

# eSignature Information Session

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# Enterprise eSignature Solution

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## Adoption in Public-Sector

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Government organizations are increasingly turning to electronic signatures to increase efficiencies in doing business with the citizens

# Benefits of eSignatures

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1. Speed up your business processes
2. Work with existing workflows & integrate with your applications



1. Protection against forgery & non-repudiation
2. Comply with federal & state regulations



1. Reduce paper-related costs (printing, faxing & mailing)
2. Reduce the time spent in tracking & follow-up

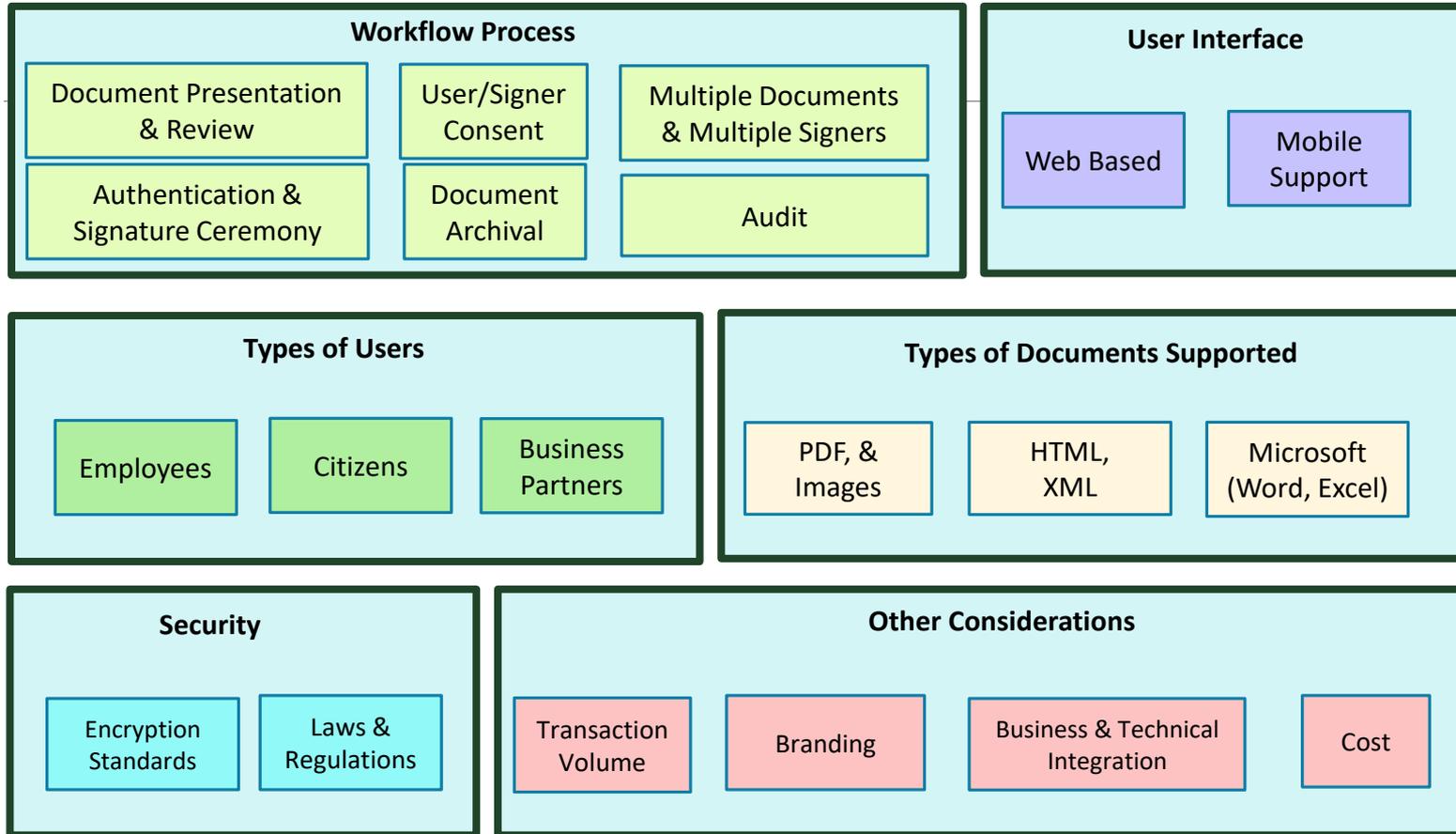
# Multi-Agency Working Group

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- A number of agencies expressed interest in a secure eSignature solution to replace the manual signing processes
- Enterprise Architecture & Policy (EA) team was tasked with researching the industry trends and to recommend an approach for eSignature implementation in the State
- EA team has met with the product vendors, worked with Gartner and contacted various public & private sector enterprises to learn their experiences with eSignature
- Multi-agency working group consisting of members from IT and business community was formed to explore the business & technical requirements
- Working group developed comprehensive requirements and recommended a RFP approach for the enterprise solution



# eSignature Requirements Overview



# RFP Effort

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- RFP was released and multi-agency committee was formed to evaluate the response
- Evaluation committee recommended the contract be awarded to OneSpan Sign
- Office of Information Security & Privacy (OISP) reviewed the proposal response from OneSpan Sign
- Office of Legal Affairs reviewed the contract
- Contract was awarded
  - 0A1174 awarded for Professional Services
  - MCSA0068 awarded for eSignature Transactions
- Pilot Project with Ohio Bureau of Workers' Compensation (*currently in progress*)



# OneSpan Sign Contract

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- SaaS (Software as a Service) solution
- FedRAMP solution providing a standardized approach to cloud security
- Two costs associated with the service
  - **Per Transaction Fee** - The service is priced at \$1.06 per transaction. One transaction can include multiple documents, multiple signatures, and multiple people in a workflow. There are no additional costs to use add-on features such as multifactor authentication.
  - **Interval Deliverable Agreement (IDA) Cost** - This represents the costs associated with project personnel that are used to integrate the eSignature solution with agency applications (e.g., API development). For stand-alone or straightforward implementations where there is no need for integration/development work, no IDA costs will be incurred.

# G2 Crowd Grid<sup>®</sup> for E-Signature



## Industry Standing

OneSpan Sign is identified as a 'Leader' in the Enterprise eSignature Market

# IRS 1075 Compliance

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The very nature of the eSignature Service (having no visibility into what is inside the attachments/documents) makes it impossible for OneSpan Sign to identify the type of data being processed by State. For that reason, OneSpan Sign service doesn't meet the full compliance requirements of IRS 1075.

## Advice

It is advised by the Office of Security & Privacy (OISP) to NOT use the eSignature service when Federal Tax Information is being included in the transaction packet.

# eSignature Service Purchase Process

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# eSignature Ordering Scenarios

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## I'm interested! How do I get started?

1. No integration needed
  - If no integration is needed with your existing applications, all you have to do is purchase the estimated number of transactions your agency needs
2. Integration needed (no professional services)
  - Purchase the estimated number of transactions your agency needs and build the integration capability with your agency IT staff using the available API
3. Integration needed (professional services)
  - Purchase the estimated number of transactions your agency needs
  - Execute an Interval Deliverable Agreement (IDA) for professional services to build the integration capability

# Transaction Purchasing Process

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## I need to order the eSignature transactions!

- Determine how many transactions you will need
- Contact your Ohio OneSpan Sign representative & copy [DAS.State.IT.Standards.Manager@das.ohio.gov](mailto:DAS.State.IT.Standards.Manager@das.ohio.gov)
- Get a quote (Contract# MCSA0068) from OneSpan Sign for the amount of transactions
- Create a Release and Permit request and attach the quote
- DAS will process your request
- Once your request is approved, create your Purchase Order



# Professional Services Purchasing Process

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## I'm interested, but I need help with the integration!

- Contact your Ohio OneSpan Sign representative
- Work with OneSpan Sign to create an Interval Deliverable Agreement (IDA) using Contract# 0A1174
- Provide the IDA to DAS for review before being signed by OneSpan and your Agency
- Once DAS reviews the IDA, OneSpan Sign, the Agency and DAS will sign the IDA to make it part of the contract
- Create a Release and Permit request and attach the fully signed IDA to it
- DAS will process your Release and Permit request
- Once your request is approved, create your Purchase Order



# Department of Administrative Services Enterprise IT Contracting (EITC)

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# Q & A

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