

GO-NO GO (GNG) Decisions



State of Florida Project Aspire

GO-NO GO (GNG) Decisions March 14, 2007

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1.0 GO-NO GO (GNG) Decisions

GO-NO GO Decisions are made by the Chief Financial Officer, the sponsor of Project Aspire. GO-NO GO decision points are an important aspect of project planning, inserted into a project plan at key points to evaluate project progress to ensure that the project is poised to move forward successfully (GO decision). Conversely, the evaluation helps ensure that a project with little chance of success does not continue, needlessly expending effort and funds (NO GO decision). The procedures specified below are designed to provide the Chief Financial Officer with information and input to consider when making the GO-NO GO Decision, and to keep the project moving throughout the GO-NO GO decision process.

2.0 GO-NO GO (GNG) Decision Process

1. Project Aspire staff review the GO-NO GO decision process and criteria with the Chief Financial Officer about thirty (30) days before each decision point is scheduled.
2. The Chief Financial Officer can, at her discretion, seek input from other sources to assist in her decision-making process. If appropriate, the Chief Financial Officer will direct the State Project Director to obtain decision input from the Aspire System Acceptance Workgroup (SAW) or the Aspire Executive Committee. If directed by the Chief Financial Officer, Project Aspire staff review the GO-NO GO decision process with the Aspire System Acceptance Workgroup (SAW) or the Aspire Executive Committee about thirty (30) days before the decision is scheduled.
3. Project Aspire staff review specified Review Items for the applicable GO-NO GO Decision Point, and prepare a Staff Recommendation for the Chief Financial Officer.
4. If directed by the Chief Financial Officer, Project Aspire staff present pertinent information concerning the GO-NO GO decision to the Aspire System Acceptance Workgroup (SAW) or the Aspire Executive Committee.
5. Based on the materials presented, individual Aspire System Acceptance Workgroup (SAW) members or individual Aspire Executive Committee members may, at their option, make a GO-NO GO Recommendation to the Chief Financial Officer based on the progress of the project up to that point.
6. The State Project Director presents the Staff Recommendation, along with any Recommendations submitted by Aspire System Acceptance Workgroup (SAW) members or Aspire Executive Committee Members, to the Chief Financial Officer for her consideration.
7. Based on the materials presented in the Staff Recommendation, as well as any Recommendations submitted by Aspire System Acceptance

Workgroup (SAW) members or Aspire Executive Committee Members, the Chief Financial Officer declares a GO decision, a NO GO decision, a DELAY decision, or requests additional information. Project Aspire staff provide additional information until the Chief Financial Officer is able to make a decision.

3.0 GO-NO GO (GNG) Decision Points

Due to the departure of the Application Contractor on December 22, 2006, the Project has sharpened its focus and reduced its Scope down to two (2) major objectives:

1. Finish Development; and
2. Complete System Testing.

Accordingly, at this time there is only one pending GNG Decision Point, GNG#3, "System Testing."

The GNG Decision Events follow.

	GNG Decision Events	Date
	<i>Deliver A001 Conceptual Design Specification</i>	05/26/04
	Executive Committee GNG#1 Recommendations Due	06/28/04
GNG#1	Conceptual Design Documents	07/08/04
GO	GO Decision for GNG#1 provided by Chief Financial Officer.	06/30/04
	<i>Deliver A007 Detailed Design Specifications</i>	08/20/04
	Executive Committee GNG#2 Recommendations Due	09/03/04
GNG#2	Detailed Design Specifications	09/08/04
GO	GO Decision for GNG#2 provided by Chief Financial Officer.	09/08/04

	GNG Decision Events	Date
	System Testing Complete	09/21/07
	Aspire Executive Committee GNG#3 Recommendations Due	09/28/07
GNG#3	System Testing	10/05/07

In addition, an Independent Evaluation Services Request for Quote (RFQ) was issued on February 12, 2007. This RFQ requires the selected vendor to evaluate and make recommendations concerning various aspects of the Aspire Project. This will provide stakeholders and decision-makers with objective and independent information to help determine the next steps for the Project. Once this process is complete, and the continuance (or discontinuance) strategy for Aspire is known, then additional GNG Decision Points and their associated GNG Decision Criteria will be determined.

Gartner Group was chosen as the Independent Evaluation Services vendor on February 21, 2007.

4.0 GO-NO GO (GNG) Decision Criteria

GO-NO GO (GNG) Decision #1 Criteria:

Conceptual Design Documents (GO on 06/30/04)

1. This GNG Decision Point is related to Deliverable *A001 Conceptual Design Specification*.
2. *A001* is defined in Deliverable *P009b Project Deliverable Formats*. *P009b* has an annotated outline of *A001* that describes and specifies its contents, and lists the acceptance criteria.
3. GNG Decision #1 Review Items:
 - a. Deliverable *A001 Conceptual Design Specification*.
 - b. Major assumptions related to business processes.
 - c. Change management focus areas.
 - d. Future State impacts.
 - e. Major policy changes.
 - f. Major process changes.
 - g. Interfaces and Agency Business Systems.
 - h. Gap Detail analysis and proposed solutions.
 - i. Requirements Traceability Matrix status.
 - j. Key unresolved issues and exceptions.
 - k. Technology impacts (deliverable *T001 Finalized Hardware Installation Strategy and Plan*).
 - l. Reporting Strategy.
 - m. Risks associated with going forward or not going forward, including mitigation strategies and identification of the risk owner.
 - n. Does the stated budget appear adequate to complete the project? If not, is there commitment to devote additional needed resources to complete the project?
 - o. Staff Recommendation.

GO-NO GO (GNG) Decision #1 Process Documentation

1. The GNG decision process for GNG Decision #1 was discussed at the Executive Committee meeting of May 24, 2004.
2. The *A001 Conceptual Design Specification* was discussed at the Executive Committee meeting of June 21, 2004.
3. The Staff Recommendation for GNG Decision #1, along with the Executive Committee members' recommendations were presented to the Chief Financial Officer, who provided a **GO** decision on June 30, 2004.

**GO-NO GO (GNG) Decision #2 Criteria:
Detailed Design Specifications (GO on 09/08/04)**

1. This GNG Decision Point is related to Deliverable *A007 Detailed Design Specifications*.
2. *A007* is defined in Deliverable *P009b Project Deliverable Formats*. *P009b* has an annotated outline of *A007* that describes and specifies its contents, and lists the acceptance criteria.
3. GNG Decision #2 Review Items:
 - a. Deliverable *A007 Detailed Design Specifications*.
 - i. Major assumptions of the detailed design.
 - ii. *Agency Technical Implementation Guide (ATIG)*.
 - iii. *Business Process Design Document*.
 - iv. *Functional Specifications*.
 - v. *Functional White Papers*.
 - b. Risks associated with going forward or not going forward, including mitigation strategies and identification of the risk owner.
 - c. Does the stated budget appear adequate to complete the project? If not, is there commitment to devote additional needed resources to complete the project?
 - d. Staff Recommendation.

GO-NO GO (GNG) Decision #2 Process Documentation

1. The timeframe for GNG Decision #2 came at a very difficult period for the agencies. This was when they were in the midst of closing out their annual financial statements, and the Executive Committee members requested minimal Executive Committee meetings so that they could concentrate their efforts on reviewing the *A007 Detailed Design Specifications* deliverable, the major subject matter of GNG Decision #2.
2. The Executive Committee and the Project therefore agreed to a modified procedure for GNG Decision #2. Detailed procedures for reviewing *A007* were communicated via multiple emails, starting on August 3, 2004.
3. Executive Committee members and selected agency staff were provided weekly opportunities to meet the Project Team or the State Project Director for assistance with their GNG Decision #2 review.
4. The Staff Recommendation for GNG Decision #2, along with the Executive Committee members' recommendations were presented to the Chief Financial Officer, who provided a **GO** decision on September 8, 2004.

**GO-NO GO (GNG) Decision #3 Criteria:
System Testing (scheduled 10/05/07)**

1. This GNG Decision Point is related to the completion of System Testing.
2. GNG Decision #3 Review Items:
 - a. System Testing results reported from the Mercury tool set.
 - b. The System Status Report developed from the System Testing results.
 - c. Risks associated with going forward or not going forward, including mitigation strategies and identification of the risk owner.
 - d. Does the stated budget appear adequate to complete the project? If not, is there commitment to devote additional needed resources to complete the project?
 - e. Staff Recommendation.
 1. If the System Testing results show a 90% or above success rate, then this would indicate a continuance situation, most likely resulting in a GO Staff Recommendation.
 2. If the System Testing results show an 80 - 89% success rate, then this would indicate a recovery situation, most likely resulting in a DELAY Staff Recommendation.
 3. If the System Testing results show a success rate of below 80%, then depending on the circumstances, this would indicate a recovery or a stop the project situation, most likely resulting in a DELAY or NO GO Staff Recommendation.