

**Change Request Information** *(completed by PCR Requestor)*

Requested by		Submitted By	
Name	Rachael Lieblick	Name	Daniel Nurse
Phone	850-410-9033	Phone	850-410-9049
Email	Rachael.Lieblick@myfloridacfo.com	Email	Daniel.Nurse@myfloridacfo.com
Title	PMO Track Manager	Title	PMO Analyst
Requesting Department Name	PMO	Date Requested	1/13/2020
PCR Need Description <i>(Include description of change, why it is needed, how it was discovered)</i>	The Project requests to move the Ready for RICEFW Build Go/No-Go Decision for the CMS Wave from February 28, 2020 to May 27, 2020. Additionally, the Project requests to change deliverable type of D65 – Interim Business Process Models from a Major Project Deliverable to a Project Deliverable.		
Business Benefit/Justification <i>(Provide the tangible/intangible value(s) that support the for the Project's goals)</i>	The Go/-No-go decision date move provides the ESC additional time to evaluate the Go/No-go decision considering the Project's new implementation approach. The interim Business Process Models will not be implemented as originally expected due to new approach.		
Implications of Not Making the Change <i>(If we do nothing, what is our "Impact Prediction" to the project in terms of risk or issue)</i>	The ESC may not have the appropriate time to consider the information associated with RICEFW Go/No-Go decision. Due to the revised approach, the Interim Business Process Models are not needed for the CMS Replacement Wave.		
Project Goals <i>(Please choose all that apply)</i>	Goal		
	<input type="checkbox"/>	Reduce the State's risk exposure by harnessing modern financial management technology built on the premises of scalability, flexibility, and maintainability	
	<input type="checkbox"/>	Improve state and agency specific decision making by capturing a consistent and an expandable set of data	
	<input type="checkbox"/>	Improve the State's financial management capabilities to enable more accurate oversight of budget and cash demands today and in the future	
	<input type="checkbox"/>	Improve staff productivity, reduce operational complexity and increase internal controls by enabling standardization and automation of business processes within and between DFS and agencies	

**Initial Review** *(completed by PMO Team)*

PCR Title	PCR-42-Go-No Go		
Initial Review Date	1/13/2020	PCR ID	42

**PCR Historical Information** *Please enter the following IDs from the Project SharePoint logs (when applicable)*

Decision ID	Enter Decision ID	Decision Name	Enter Decision Name
Risk ID	Enter Risk ID	Risk Name	Enter Risk Name
Issue ID	Enter Issue ID	Issue Name	Enter Issue Name

**Impact Analysis** *(completed by Florida PALM Project team members)*

PCR Analysis Resources	Name	Role
	Melissa Turner	Project Director
	Matt Cole	BPS Track Manager
	Angie Robertson	BPS Track Manager
	Jason Shiver	SDS Track Manager
	Shankar Gaur	SDS Track Manager
	Carolyn Hicks	OCM Track Manager
	Yesenia Reyes	OCM Track Manager
	Rachael Lieblick	PMO Track Manager
	Daymon Jensen	PMO Track Manager

	Sharon Studley	Project Director	
	Brian Cliburn	Deputy Project Director	
Tier Specification	<input type="radio"/> Tier 1 (Project Director Approval Required) <input checked="" type="radio"/> Tier 2 (ESC Approval Required)		
Scope	Changes that do not relate to additions or deletion of Business Requirements	Addition or deletion of Business Requirements	
Schedule	Changes not associated with Major Project Deliverables or Go/No-Go Decision due dates	Changes to Major Project Deliverables or Go/No-Go Decision due dates	
Cost	Changes within budgeted Spend Plan categories and no overall Project cost overrun	Results in request for funds from the Legislative Budget Committee (LBC)	
Alternatives to Making the Change <i>(Describe solution options to fulfilling the change request)</i>	Viable	Enter Alternative Solution	
	<input type="radio"/> Yes <input checked="" type="radio"/> No		
Risk(s) Associated with Making the Change	Risk Category	Explain Impact	
	Select		
	Select		
Is Contract Affected?	<input checked="" type="radio"/> Yes <input type="radio"/> No	Contract amendment is required to update the contractually defined go/no-go date.	
Project Schedule Impact	Impacts to the project schedule include moving the go/no-go date.		
Critical - Impact to Go/No-Go Decisions is greater than four weeks			
Project Scope Impact	Explain Impact		
Choose an Item			
Project Cost Impact	Explain Impact		
Choose an Item			
Implementation Plan <i>(document name)</i>	Enter Document Name		
Additional Resource Requirements <i>(insert rows as needed)</i>	Hours Effort	Hours Cost	Cost
Enter Resource Name	Enter Number of Hours	Enter Cost Per Hour	Enter Total Cost
Enter Resource Name	Enter Number of Hours	Enter Cost Per Hour	Enter Total Cost
Enter Resource Name	Enter Number of Hours	Enter Cost Per Hour	Enter Total Cost
Enter Resource Name	Enter Number of Hours	Enter Cost Per Hour	Enter Total Cost
Totals	<b>Enter Total Number of Hours</b>	<b>Enter Total Cost Per Hour</b>	<b>Enter Total Cost</b>

<b>CCB Recommendation</b> <i>(completed by Department PMO)</i>			
CCB Members Approved	Final CCB Recommendation	CCB Approval Date	2/13/2019
<input checked="" type="checkbox"/> Deputy Project Director <input checked="" type="checkbox"/> BPS Track Manager <input checked="" type="checkbox"/> OCM Track Manager <input checked="" type="checkbox"/> PMO Track Manager <input checked="" type="checkbox"/> SDS Track Manager	Choose an Item	Comments	
		CCB Comments	
<b>Authorization</b>			

This PROJECT CHANGE REQUEST is bound to the signed Project Charter and/or Contract Statement of Work and the PCR approval date. The following signatures authorize work described herein to be performed.

**TIER 1**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Melissa Turner, PMP, FCCM  
Florida PALM Project Director

**TIER 2** *(when applicable)*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Scott Fennell, Chair  
Florida PALM Executive Steering Committee