

# FloridaP<sup>ALM</sup>

Planning, Accounting, and Ledger Management



# EXECUTIVE STEERING COMMITTEE

DEPARTMENT OF FINANCIAL SERVICES

NOVEMBER 19, 2025



# ADMINISTRATIVE

ANGIE ROBERTSON



# Administrative Budget

FY 2025-2026 Spend Plan Summary as of October 31, 2025				
Category	Projected FYTD	Incurred FYTD	Released FYTD	Release Remaining
<b>FLAIR System Replacement</b>	<b>\$14,203,707</b>	<b>\$13,957,723</b>	<b>\$26,439,659</b>	<b>\$15,553,166</b>
SSI Implementation Services	\$6,994,983	\$6,814,445		
Facilities and Maintenance	\$138,564	\$138,564		
Production Support	\$3,856,559	\$3,859,559		
Additional Facilities	\$79,847	\$79,847		
Production Support Administration	\$51,476	\$46,376		
Oracle Software and Maintenance	\$776,747	\$787,283		
Project Administration	\$159,932	\$134,361		
Florida PALM-UAT	\$0	\$0		
ERP and OC Support Services	\$1,436,361	\$1,390,970		
QA Support Services	\$709,238	\$706,318		
Data Processing Services	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0
Salaries & Benefits	\$3,659,727	\$3,438,429	\$12,164,113	\$8,725,684
HR Transfer and Risk Management Insurance	\$28,377	\$28,377	\$42,181	\$13,804
<b>Total:</b>	<b>\$17,891,811</b>	<b>\$17,424,529</b>	<b>\$38,645,953</b>	<b>\$24,292,655</b>

- Projected FYTD includes a \$7,096,191.55 Q2 Baseline Adjustment made at the end of Q1 to bring projections more in line with incurred.
- Timing of receipt of invoices impacts the Incurred FYTD amounts.
- Release FYTD is through Q2. The Q3 Budget Amendment is in process and requests an additional \$7.7m in Release.



# Administrative

## Risks and Issues

- ▶ Three open issues
  - Issue 35 – Failure to Begin UAT as Defined in the Schedule
  - Issue 36 – DW/BI Readiness for UAT
  - Issue 37 – Difficulty Filling Procurement-to-Payment (P2P) Co-Lead Positions **(NEW)**
- ▶ Six open risks with a score of 6 or greater
  - Three with a score of 6
    - Risk 5 – Timing and efficiency of information sharing \*
    - Risk 6 – Execution of contracts and procurement activity outside of the Project \*
    - Risk 11 – Delays in or extended duration of interface testing with Enterprise Partners \*\*
  - Three with a score of 9
    - Risk 1 – Insufficient staffing or delays in onboarding
    - Risk 2 – External stakeholders and agencies expectations
    - Risk 4 – Agency engagement

\* **Trend changed from Stable to Increasing**

\*\* **Due Date Changed to 12/19**

# Administrative

## ESC Charter Update

### ► ESC Charter Updates

- Removal of references to 'video' in two sections
  - **Executive Steering Committee Meetings (page 7)**
    - “12. Meeting minutes and **video** recording will be published on the Florida PALM Website following the meeting.”
  - **New Member Resources (page 9)**
    - “ESC meeting announcements, materials, meeting minutes, and **video** recordings are located on the [ESC/Oversight](#) page. Outlook meeting invitations; however, will be sent through email for your calendar.”



# AMENDMENT 13

JIMMY COX, STEVEN FIELDER



# Amendment 13 Overview

- ▶ Focus of Amendment 13:
  - Move the Financials and Payroll go-live date from July 2026 to January 2027
  - Remove the multiple go live date options and shift applicable Deliverables
  - Remove Stage Gate 4 Continue Deployment and associated Optional Services Deliverables
  - Add back “in-person” support for Agency UAT Project-hosted sessions
  - Include additional testing time for agencies (extends interface testing, adds pre-UAT for Advisory Council Agencies)





# Amendment 13

## IV&V Updates Review Summary

### ► Key IV&V Review Notes:

- Shifts Go-Live from July 2026 to January 2027
- \$4.96M increase to Amendment 12, but \$7.3M less than the contingency cost for January 2027 Go-Live in Amendment 12
  - Reduction in cost for UAT Support Deliverable and removal of 6 Optional Services for Pre-Deployment Assistance Monthly Deliverables
- Includes new scope for:
  - 5 new Customizations
  - Additional Conversion Dry Run, UAT support segment, and Performance Testing segment
  - In-Person SSI Vendor support for Pre-UAT sessions
- Aligns End-to-End Interface Testing & Full UAT (February 2026 to November 2026)
- Defines specific Critical Performance Indicators (CPIs) subject to 12% cap for Service Level Credit (SLC)



# Amendment 13

## IV&V Observations

- ▶ Florida PALM IV&V recommends approval of Amendment 13.
- ▶ Key IV&V Observations:
  - Cost increase appears reasonable to support extended timeframes
  - Additional scope items help reduce overall Florida PALM Project risk
  - Extended testing timeline and alignment enables thorough validation
  - In-person support for UAT sessions has already proven valuable
  - Cost savings realized by Florida PALM Project Team between Amendment 12 and Amendment 13 should not be factored into costs for potential renewals
  - Additional RICEFW items should be carefully considered to reduce risk to UAT



# Amendment 13

## Attachment 1 – Statement of Work

- ▶ Updates Go-Live Date from July 2026 to January 2027
- ▶ Removes multiple go-live dates throughout the document (language, tables, figures), the associated Stage Gate, and the associated optional services (section 4.12)
- ▶ Clarifies RICEFW Management:
  - Updates quantities based on previously approved PCR124
  - Clarifies treatment for Department-created items
  - Allows unused quantities to transition to a renewal period



# Amendment 13

## Attachment 1 – Statement of Work

- ▶ Adds language for Pre-UAT and adds back in-person support for UAT
- ▶ Adds language for minor enhancements needed to meet Go-Live
- ▶ Clarifies Data Warehouse access setup
- ▶ Adds a required fourth Dry Run, with option for a fifth if the fourth is not successful
- ▶ Clarifies Tax Reporting Support
  - Notates as optional, as this now falls outside the current contract period
  - Updates dates, accordingly



# Amendment 13

## Attachment 5.2 – Customizations

- ▶ Minor update to C109 and C114 based on project decisions and PCR's approved since Amendment 12
- ▶ Adds five (5) new Customizations:
  - C136 – Pay Cycle Run Control Update Program
    - Supports building preconfigured payment schedules for payroll and retiree payroll
  - C137 – Apply Organization Security to Delivered Pages
    - Further restricts the delivered Organization Security functionality
  - C138 – Update Pay Calendar Pay Sheets Run
    - Modifies delivered process to prevent blank paysheets from getting created
  - C139 – Populate Asset Condition on Assets Created from Accounts Payable (AP)
    - Defaults the asset condition as “new” for assets created based on a transaction from the Accounts Payable module
  - C140 – Split / Combine Payroll Run ID
    - Splits payroll into smaller pay groupings, allowing for a quicker payroll processing



# Amendment 13

## Attachment 8 – Deliverable Acceptance Criteria

- ▶ Updates to D666 Support of UAT Segment I for Pre-UAT
- ▶ Updates to D679 Go-Live of Financials and Payroll Waves to expand and clarify scope
- ▶ Removes the following Deliverables:
  - Post-Implementation Support (Months 4 – 8) and Tax Reporting Support, as these fall outside the contract period
  - Pre-Deployment Assistance, as these are not longer applicable
- ▶ Minor clean-up edits applied to several deliverables



# Amendment 13

## Attachment 8 – Deliverable Acceptance Criteria

- ▶ Adds the following Deliverables:
  - Support of UAT Segment IV
  - Separate Deliverable requiring in-person support during Project hosted UAT sessions
  - Completion of Dry Run 4
  - Completion of Interface Testing Segment III
  - Completion of Performance Testing Segment II
  - Go-Live of Financials and Payroll Wave (pre–Cutover Activities)

# Amendment 13

## Attachment 10 – Service Level Agreement

- ▶ Updates clarify applicability of the Production Support Service Level Credit (SLC) Cap
  - Updated definition and added a new column in the CPI table to align with the change
- ▶ Updates CPI #2 percentage from 10% to 7.5% to align with the updates for to the applicability of the SLC Cap
- ▶ The effect of these changes is overall larger credit amounts if multiple CPIs are triggered in a month (e.g., one subject to cap and one not subject to the cap)
- ▶ Clarifies the start point for CPI #27



# Amendment 13

## Attachment 2 – Payment Schedule

- ▶ Updates to align with changes in Attachment 8 Deliverable Acceptance Criteria
- ▶ Cost Changes for existing Implementation Deliverables:
  - D666 Support of UAT Segment I –
    - Reduced by \$545,500
    - Tied to Pre-UAT
    - Includes in-person support
  - D669 Support of UAT Segment II –
    - Increased by \$86,667
    - Increase is the remaining portion of the \$260,000 from PCRs incorporated between A10 and A12; the remaining \$173,333 was left in D666

# Amendment 13

## Attachment 2 – Payment Schedule

- ▶ Cost Changes for existing Implementation Deliverables:
  - D679 Go-Live of Financials and Payroll Waves
    - Increased by \$819,733
    - Aligns with scope changes in Attachment 8
- ▶ Cost Addition for new Implementation Deliverables:
  - D707 - Support of UAT Segment IV
  - D708 - Completion of Dry Run #4
  - D709 - In-Person Support of UAT
  - D710 - Completion of Interface Testing Segment III
  - D711 - Completion of Performance Testing Segment II
  - D712 - Go-Live of Financials and Payroll Waves (pre-Cutover Activities)



# Amendment 13

## Attachment 2 – Payment Schedule

- ▶ Cost Changes for Post-Implementation Support Deliverables:
  - Month 3 – \$301,418 removed
  - Months 4 – 8 removed
  - Tax Reporting Support removed
  - Total cost change (reduction) of (\$2,825,418)
  - These cost are deferred to the renewal period, but are **not** eliminated
- ▶ Removes cost increase for Application Management (AM) and Infrastructure Management (IM) Services
  - Applies to July 2026 – December 2026
  - Cost is truly removed, not deferred
  - Total cost change (reduction) of (\$2,911,134)



# Amendment 13

## Attachment 2 – Payment Schedule

- ▶ Total Contract Cost Change Through July 2027:
  - Implementation Cost Increase \$10,700,000
  - Implementation Cost Decrease (\$2,825,418)
  - AM/IM Cost Decrease (\$2,911,134)
  - Total Cost Change (increase) **\$4,963,448**
  
- ▶ Total Cost Change, including deferred cost is: **\$7,788,866**

# Amendment 13

## Attachment 2 – Payment Schedule

### ► Fiscal Year Impact:

- FY 25/26 – Reduces need by (\$6.8m)
  - Anticipated reversion of ~\$12m
- FY 26/27 – Increases need by \$10.9m
  - If unused 25/26 funds are reverted and appropriated to 26/27, no updates are needed to LBR for 26/27
  - If funds are not reverted and appropriated, then an increase to the requested LBR amount of \$10.9m is needed



# Voting Action

- ▶ Public Comment
- ▶ Voting Action for Amendment 13



# INDEPENDENT VERIFICATION AND VALIDATION (IV&V)

CONTENT PROVIDED BY  
PUBLIC CONSULTING GROUP



# IV&V Update

## Overall Project Risk Rating Trend

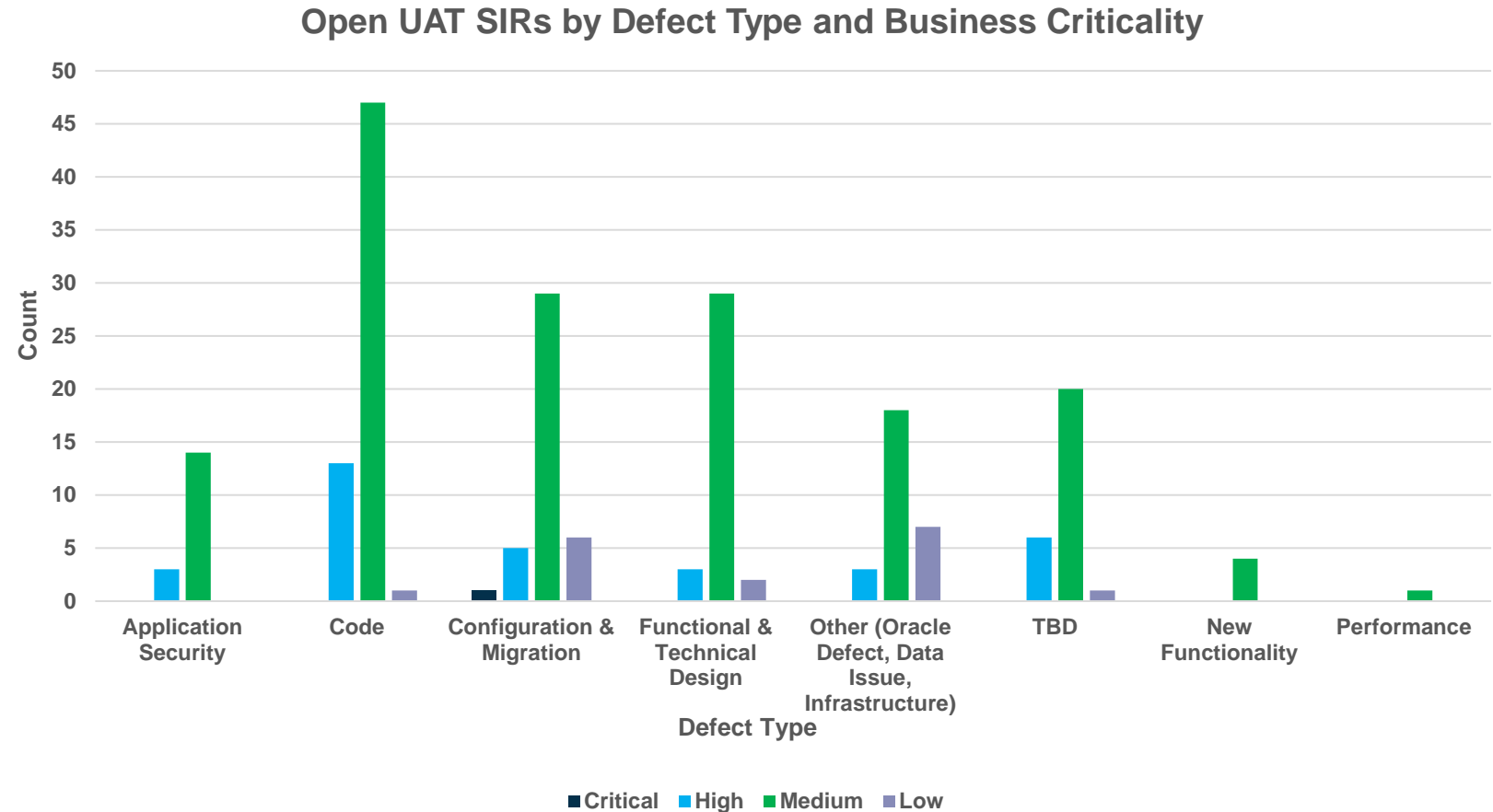
- ▶ Overall Project Risk Rating as of October: Medium
- ▶ Trending same based on:
  - Delay to Interface Testing Cycle 2 completion.
  - Go-Live negotiations may help resolve milestone delays.
- ▶ Start of Pre-UAT marks pivotal achievement for the Florida PALM Project and signifies transition in responsibility as Agencies play more central role.



# IV&V Update

## Testing

- ▶ **Pre-UAT Progress:**
  - 213 total open UAT SIRs.
    - 1 Critical, 33 High, 162 Medium, 17 Low
- ▶ **Pre-UAT SIR Resolution Status:**
  - SIRs assigned to Pre-UAT resolution buckets.
  - As of 11/13/25, 38 SIRs missed Pre-UAT Week 1 and 2 resolution.
  - SIRs are being resolved at a similar pace new SIRs are opened.



# IV&V Update

## Interfaces

### ► Interface Testing Cycle 2

- Scheduled completion date of 10/24/25 was not met and Finding 29 escalated to Issue.
- Anticipated completion date of 12/19/25 as part of Go-Live negotiation.
- Progress Against Exit Criteria
  - 446 interfaces required to pass (90 percent of the current scope).
  - 315 Interfaces have passed as of 11/14/25.
  - Overall average pass rate increased from 13 to 14 tests passed per week.
  - Average pass rate of 23 tests per week needed to achieve 90% completion goal by 12/19/25.

# IV&V Update

## Agency Readiness

- ▶ Agencies participating in Pre-UAT expected to stay engaged, conduct thorough testing, and communicate experiences with other Agencies.
- ▶ Pre-UAT offers all Agencies valuable chance to enhance OCM efforts.
- ▶ Continued/increased participation in cross-agency groups help enhance understanding of Florida PALM, access diverse expertise, identify documentation updates or need for additional UAT/Training materials.
- ▶ Priority/score for Agency Risks and Issues aged at least 10 months should be reassessed.



# IMPLEMENTATION ACTIVITIES

STACEY TERRY



# Implementation Activities

## DW/BI System Testing

► D661 – Completion of System Test DW/BI status as of 11/14/2025:

### Outstanding DW/BI Action Plan Items

#	Task / Topic	Status	Planned Finish
1	Apply Data Masking and BU/Org Security	Complete	7/9/2025
2	Execute test scripts for custom ETLs (44 scripts)	Complete	8/6/2025
3	Modify AM ETLs to load non-capitalized assets	Complete	7/21/2025
4	Resolve System Test related SIRs	Complete	10/3/2025
5	Complete development and testing of custom fields to respective subject areas	Complete	11/7/2025

### Additional DW/BI Activities:

- SIT execution is 100% complete
  - 96.6% test script pass rate
  - 2 of 149 scripts pending resolution
- Gap Analysis Extensions (topic #5)
  - ETL – Sourcing the data (tables)
    - 67 / 67 Complete
  - RPD – Modeling the data (Metadata attributes)
    - 165 / 165 Complete
- Oracle SR that was opened regarding the inability to migrate ODI components from DEV to UAT has been resolved
  - Impacted ability to migrate the latest build
  - Incremental loads were paused until SR was resolved
- UAT environment has been established
  - ACN and State Smoke Testing Complete
  - Financials and Payroll Full Loads Complete
  - Financials and Payroll Incremental Loads are successfully running, however, were paused due to the Oracle SR; once migration of the new build is complete, the incremental loads will resume
  - Performance tuning will continue to refine the loads



# Implementation Activities

## Interface Cycle 2 Testing

► D663 – Interface Testing Segment I status as of 11/14/2025:

Cycle 2 Interface Testing (by Interface Connection)	Count	% Against Total	% Against Executed to Date
Original Total Number of Interface Connections	512	(In Scope for D663)	
Removed from Scope	35	(Deferred, Cancelled, or WP441)	
New Total Number of Interface Connections	477	-	-
Planned to Date	474	99.4%	-
Executed to Date	410	86.0%	-
Not Started	3	0.6%	-
Delayed Interface Executions *	64	13.4%	(Planned - Executed)
In Progress	27	5.7%	-
In Review *	33	6.9%	-
Pass Rate	313	65.6%	76.3%
Fail Rate	37	7.8%	9.0%
Partner Retests (Resolving data Issues)	48	10.1%	11.7%
Agency Reported Completion	134	28.1%	32.7%

\*IS –  
Integrating  
System

Testing Status Details	Agency	Enterprise Partner	Third Party	Total
<b>Delayed Interface Execution *</b>	<b>56</b>	<b>4</b>	<b>4</b>	<b>64</b>
IS* - Awaiting inbound file	26	1	0	27
IS* - Pending upstream interface processing	11	2	0	13
PALM - Pending data staging	1	0	0	1
PALM - Pending design change	3	0	1	4
PALM - Pending upstream interface processing	15	1	3	19
PALM - Pending build & SIT completion	0	0	0	0
<b>In Review*</b>	<b>30</b>	<b>3</b>	<b>0</b>	<b>33</b>
Processed - In State Review	8	0	0	8
Processed - Partner Resolving Data Issues	22	3	0	25

### Interface Test Cycle 2 Execution

- Executed 410 of 477 (86.0%) connections executed (Due Date moved to 12/19 per A13)
  - 313 Interface connections passed (65.6%)
    - 46 – Enterprise
    - 265 – Agencies
    - 2 – Third Parties
  - 37 connections failed (7.8%)
  - 127 connections either Not Started, Delayed, In Progress, or In Review (26.6%)
- Enterprise Partner Testing (6 systems across 64 connections):
  - DFS – 9 of 9 (100%) connections have passed
  - FRS – 5 of 9 (55%) connections have passed; 3 – executing; 1 – delayed
  - STMS – 6 of 11 (55%) connections have passed; 4 – executing; 1 – delayed
  - People First – 13 of 15 (87%) connections have passed; 2 – delayed
  - MFMP – 6 of 11 (55%) connections have passed; 5 – executing
  - LAS/PBS – 8 of 9 (88%) connections have passed; 1 – executing
- Agency Business System Testing (30 systems across 400 connections):
  - 28 Agencies have begun execution; 2 Agencies have not started execution
    - 265 of 400 (75%) connections passed; 132 – executing or delayed; 3 – Not Started
- Third Party Testing (4 systems across 13 connections):
  - JPM – 2 of 9 have passed (22%); 6 – executing; 1 – delayed
  - FIS – 1 of 3 have passed (33%); 2 – executing
  - Corebridge (FICA Alternative Plan) – 0 of 1 has not passed (0%); 1 – executing
- 68 Open SIRs:
  - 13 – High
  - 55 – Medium
  - 0 – Low
- 54 connections across 32 unique interfaces not tested during Interface Cycle 2 will be tested under a separate timeline between November 2025 – April 2026 (includes DFS, MFMP, STMS, LAS/PBS, BOA and Agencies)



# Implementation Activities

## Mock Conversion IV *(continued)*

► D662 Mock Conversion IV status as of 11/14/2025:

Mock Conversion IV Execution Status	Financials	Payroll
<b>Conversion Complete (12/10)</b> <ul style="list-style-type: none"> <li>Load to Target, DVR and Functional Validation Complete</li> </ul>	0	0
Load to Target – Complete	2	2
Load to Target – In Progress	2	0
Load to Target – Not Started	12	11
<b>Total</b>	<b>16</b>	<b>13</b>

### Mock Conversion IV Activities

- Mock IV Conversion requires 95% load rate
- The following activities have been **completed**:
  - Early Mock 4 APC001 and GMC001 files have been executed and migrated to FINCNV2
  - Agency configuration has been loaded
  - Non-project related SpeedKeys have been synced to HCM; project related SpeedKeys will be synced to HCM the week of 11/18
- The following activities are **in progress**:
  - APC001 – Supplier catch up file has been received, pending log count fix, expect load to begin today
  - ARC001 – Customers file loaded to stage
  - PRC018 – Job Code has been loaded to target and DVR is complete; pending functional validation
  - PRC005 – Personal Data and Privacy files have been received; PF file has been loaded to stage, identified issue in loading to target (100 of 179K rows not loading)
- 8 Open Program SIRs pending resolution:
  - Resolve (2)
  - Retest (6)

Data Cleansing SIR Count by Status

Work Unit	Resolve	Retest	Hold	Total
APC001	2			2
PRC003			2	2
PRC004		1		1
PRC006		3		3
PRC008		1		1
AMC001	1	2		3
POC001		1		1
PRC002		1		1
PRC001		1		1
APC004		1		1
GLC001		1		1
ARC002		1		1
<b>Total</b>	<b>3</b>	<b>13</b>	<b>2</b>	<b>18</b>

Data Cleansing SIR Count by Priority

Work Unit	Low	Medium	Total
APC001		2	2
PRC003		2	2
PRC004		1	1
PRC006		3	3
PRC008		1	1
AMC001	1	2	3
POC001		1	1
PRC002		1	1
PRC001	1		1
APC004		1	1
GLC001		1	1
ARC002		1	1
<b>Total</b>	<b>2</b>	<b>16</b>	<b>18</b>

Program SIR Count by Status

Work Unit	Resolve	Retest	Total
AMC001	1		1
APC001		1	1
GLC001		1	1
POC001		2	2
GMC001		1	1
PRC004		1	1
PRC003	1		1
<b>Total</b>	<b>2</b>	<b>6</b>	<b>8</b>

Program SIR Count by Priority

Work Unit	Low	Medium	Total
AMC001		1	1
APC001		1	1
GLC001	1		1
POC001		2	2
GMC001		1	1
PRC004		1	1
PRC003		1	1
<b>Total</b>	<b>1</b>	<b>7</b>	<b>8</b>



# Implementation Activities

## Pre-UAT

► Open Pre-UAT Tickets as of 11/14/2025 (excludes Resolved tickets):

Agency	2 - High	3 - Medium	4 - Low	Total
Florida PALM	3	24	5	32
Agency for Persons with Disabilities (APD)				0
Florida Department of Commerce (COM)				0
Florida Department of Business and Professional Regulation (DBPR)				0
Florida Department of Children and Families (DCF)		3		3
Florida Department of Environmental Protection (DEP)		7		7
Florida Department of Financial Services (DFS)	3	27	1	31
Florida Department of Management Services (DMS)		1		1
Florida Department of Health (DOH)		1		1
Florida Department of Revenue (DOR)		6		6
Florida Department of Agriculture and Consumer Services (FDACS)				0
Florida Department of Corrections (FDC)		1		1
Florida Department of Law Enforcement (FDLE)		1		1
Florida Department of Transportation (FDOT)	1	6		7
Florida Department of Highway Safety and Motor Vehicles (FLHSMV)		1		1
Florida Fish and Wildlife Conservation Commission (FWC)		1		1
Justice Administrative Commission (JAC)				0
<b>Total</b>	<b>7</b>	<b>79</b>	<b>6</b>	<b>92</b>

\*Yellow highlight reflects agencies that have not submitted a ticket.

Note: There are 241 Monitoring tickets not included in the count that are system generated for tracking Integration Broker messages.

### Pre-UAT Activities

- The following in person sessions have been conducted:
  - October 21 – 22: Suppliers, Encumbrances, Vouchers and Inter/IntraUnit
  - November 5 – 6: AR Deposits, Projects, and Assets
- The following Office Hours meetings have been conducted:
  - October 24, 28, and 31
  - November 7, 12, and 14
- A total of 103 Pre-UAT tickets have been logged:
  - New (5)
  - Open (84)
  - Awaiting Info (3)
  - Resolved (12)
- The following identifies the categorization of tickets logged:
 

<ul style="list-style-type: none"> <li>Ticket categories that may require a code change (27):                             <ul style="list-style-type: none"> <li>Code (14)</li> <li>Functional Design (10)</li> <li>New Functionality (1)</li> <li>Technical Design (2)</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Ticket categories that may not require a code change (65):                             <ul style="list-style-type: none"> <li>Application Security (6)</li> <li>Clarification (10)</li> <li>Configuration (23)</li> <li>Data Issue (10)</li> <li>Infrastructure (1)</li> <li>Migration (1)</li> <li>Oracle Bug (1)</li> <li>Performance (2)</li> <li>TBD (11)</li> </ul> </li> </ul>
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# READINESS ACTIVITIES

NIKKI KLEIN



# Agency Readiness


## Preparing for UAT

**Preparing for UAT**

*UAT for all agencies is planned to begin in February!*

**What are key elements of UAT that could affect agency planning?**

- ✓ Limited Project-facilitated in-person sessions and office hours
- ✓ 11 months of access to the UAT environment
- ✓ Mock 4 data loaded for the start of UAT
- ✓ A data refresh (TBD) during the multi-month testing period
- ✓ End-to-End Testing with agency and enterprise business systems
- ✓ Full batch schedule for testing



- ▶ *UAT preparation campaign through January*
  - Thursday Task Talks
  - PALMcasts
  - Flyers/Graphics
  - Sponsor Summit on 12/10
- ▶ *RW updates published through December*
  - Updated scope for Role Mapping task to be for initial end user load in UAT
  - Extended task to develop UAT materials
  - Updated dates for:
    - Readiness Certification #2
    - Load of End Users in Agency Active Directory
  - New Task – Update UAT Plan

# Readiness Activities

## Bimonthly Agency Readiness Status Reports

### General Observations

- ▶ Submission of Bimonthly (Task 627):
  - 32 agencies submitted on time; 3 submitted late
  - One agency with Interim Agency Sponsor
- ▶ Open Items:
  - 17 outstanding / late tasks (1 less from last bimonthly)
  - 14 agencies with outstanding / late tasks (1 less from last bimonthly)
    - 1 Direct Impact Task outstanding across 4 different agencies: *Complete Internal Agency Business System Test and Remediation to prepare for Cycle 2 - Technical Interface Testing* (No change from last bimonthly)
    - “Other” Tasks concentration on:
      - ❖ Current State Processes, Change Impacts, and Change Analysis Tool (8 agencies)
      - ❖ ABS Documentation and Remediation tasks by Segment (4 agencies)
      - ❖ Workforce Readiness, Training and UAT Plans (2 agencies)

# Readiness Activities

## Bimonthly Agency Readiness Status Reports

As of 11/14/2025



Direct Impact Task Timeliness

Green - 33  
Yellow - 2  
Red - 0



Other Task Timeliness

Green - 31  
Yellow - 4  
Red - 0



Direct Impact Task Completeness

Green - 15  
Yellow - 20  
Red - 0



Other Task Completeness

Green - 33  
Yellow - 2  
Red - 0

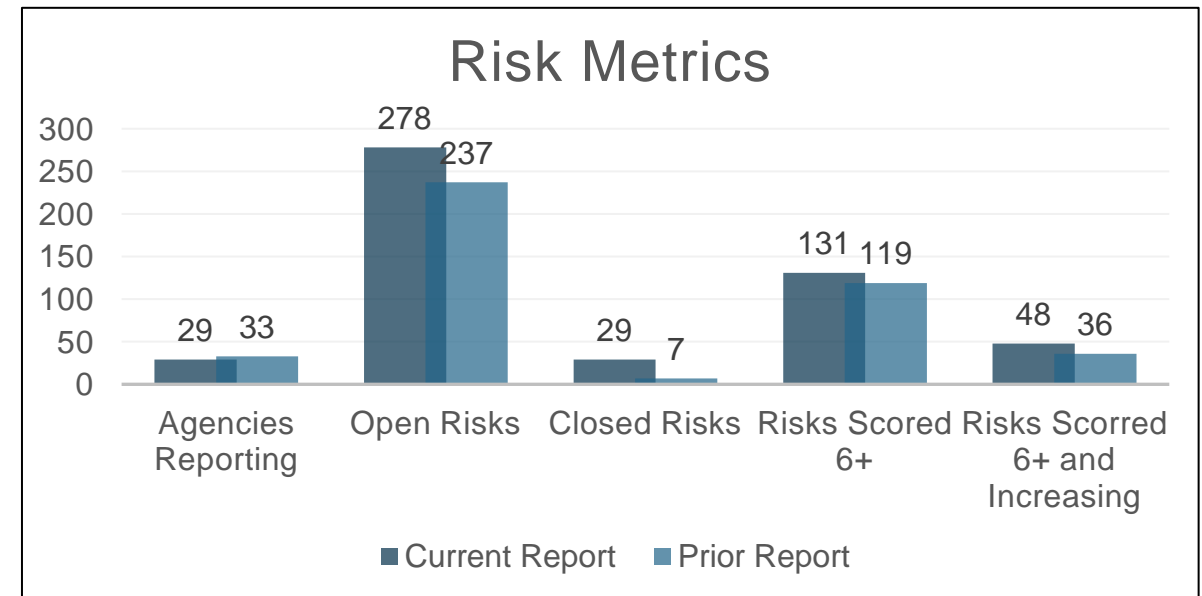
- Observations:**
- No agencies with a red indicator
  - While agencies are generally submitting direct impact tasks timely, many direct impact tasks are submitted incomplete

Agency	Direct Impact Task Timeliness	Other Task Timeliness	Direct Impact Task Completeness	Other Task Completeness
AHCA	Green	Yellow	Green	Green
APD	Green	Green	Yellow	Green
CITRUS	Yellow	Green	Yellow	Yellow
COM	Green	Green	Yellow	Green
DACS	Green	Green	Green	Green
DBPR	Green	Green	Green	Green
DCF	Green	Yellow	Yellow	Yellow
DEM	Green	Green	Green	Green
DEP	Green	Green	Green	Green
DFS	Green	Green	Green	Green
DJJ	Green	Green	Yellow	Green
DLA	Green	Green	Yellow	Green
DMA	Green	Green	Yellow	Green
DMS	Green	Green	Yellow	Green
DOAH	Green	Green	Green	Green
DOE	Green	Green	Yellow	Green
DOEA	Green	Yellow	Green	Green
DOH	Green	Green	Yellow	Green
DOL	Green	Green	Green	Green
DOR	Green	Green	Yellow	Green
DOS	Green	Green	Yellow	Green
DVA	Green	Green	Green	Green
EOG	Green	Green	Green	Green
FCOR	Green	Green	Green	Green
FDC	Green	Green	Yellow	Green
FDLE	Green	Green	Green	Green
FDOT	Green	Yellow	Yellow	Green
FGCC	Green	Green	Green	Green
FLHSMV	Green	Green	Green	Green
FSDB	Green	Green	Yellow	Green
FWC	Green	Green	Green	Green
JAC	Green	Green	Yellow	Green
LEG	Yellow	Green	Yellow	Green
PSC	Green	Green	Yellow	Green
SCS	Green	Green	Green	Green

# Readiness Activities

## Bimonthly Agency Readiness Status Reports - Risks

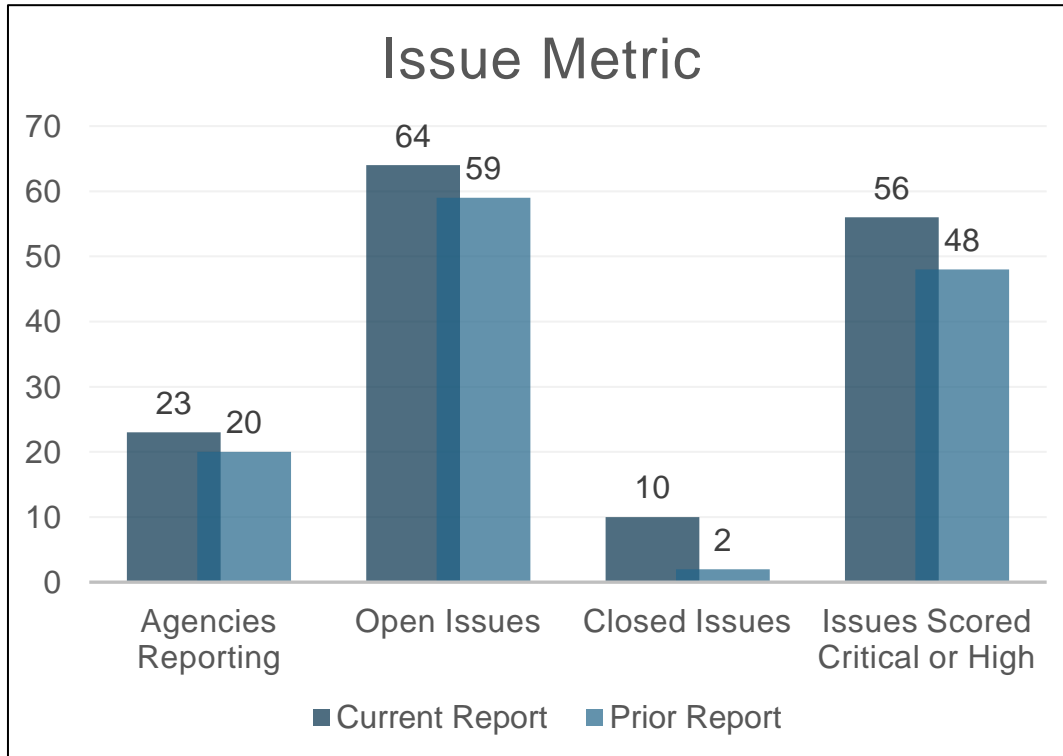
Summary of Agency Risks Reported		Risk Probability		
		Low	Medium	High
Risk Impact	Low	16	6	3
	Medium	28	68	27
	High	26	57	47



- ▶ Trending categories: UAT, Business Process Change, Conversion/Configuration, Staffing/Resource Availability
- ▶ Common themes for risks opened in September and October: UAT delay impacts (timeline, training, engagement), timing of communicating cutover details, interface testing

# Readiness Activities

## Bimonthly Agency Readiness Status Reports - Issues



- ▶ Trending categories
  - Staffing/Resource Availability, Agency Business Systems, Interfaces
- ▶ New issues' common themes
  - Staffing and loss of institutional knowledge
  - Data mapping
  - Access to DW/BI
  - Interface testing and data readiness

# Readiness Activities

## Bimonthly Agency Readiness Status Reports - Assumptions

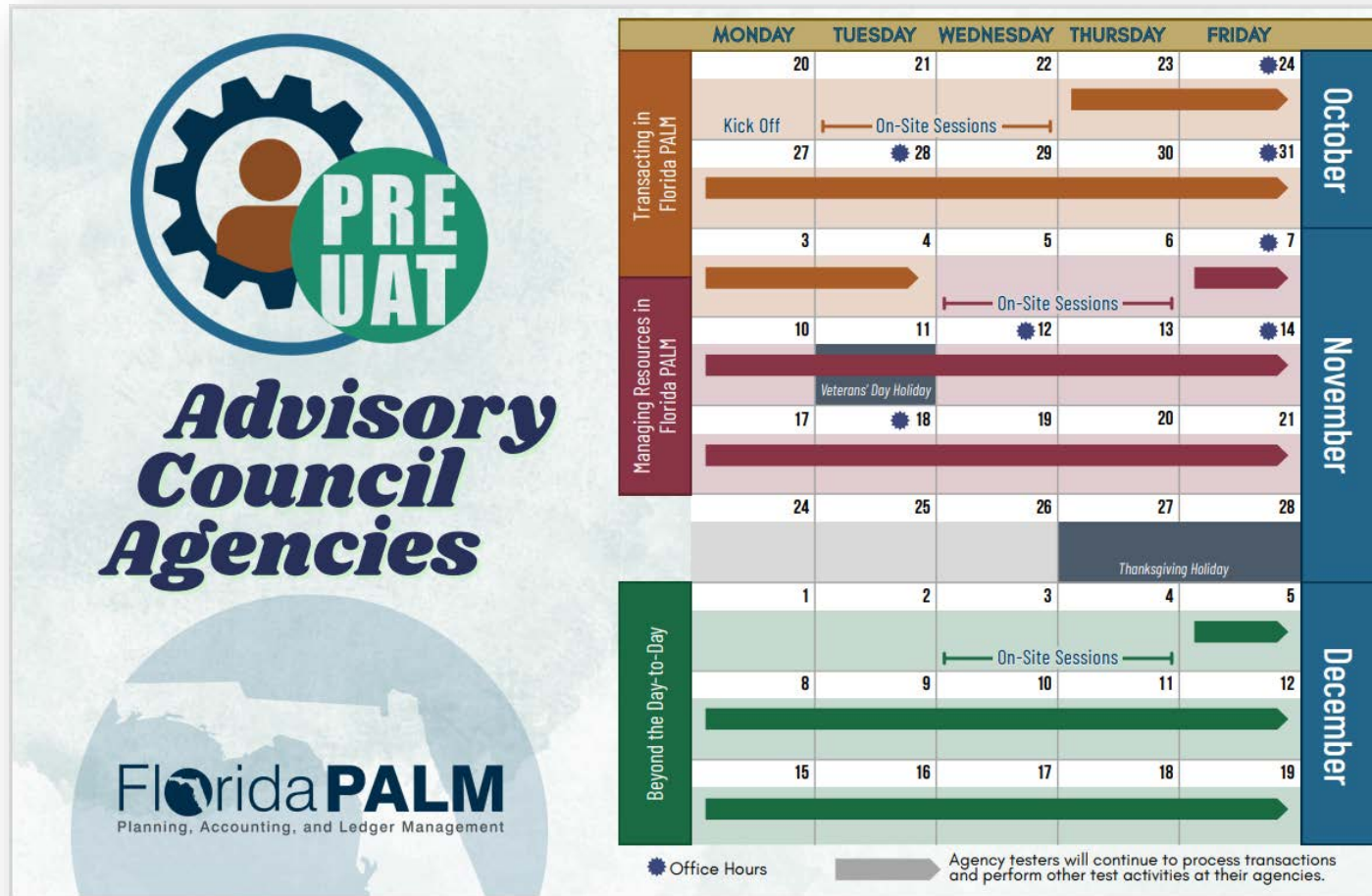
- ▶ 20 new assumptions logged
- ▶ Common themes
  - Availability and access to UAT
  - Data security in UAT
  - Previous UAT preparation will still be relevant
  - Updated assumptions for January 2027 go-live and cutover activities





# Readiness Activities

## Pre-UAT Update



- ▶ Underway with two of three topic groupings:
  - Transacting in Florida PALM
  - Managing Resources in Florida PALM
- ▶ Second In-Person session was held on 11/5 & 11/6
- ▶ Office Hours, logging of UAT Tickets, and access to the Pre-UAT SharePoint site allow for continued access to support from the Project team
- ▶ Access to the UAT Environment and testing will conclude on December 19



# Readiness Activities

## Pre-UAT Update

41

### Being a Pre-UAT Participant

- ▶ Learning Florida PALM
  - Spend time accessing resources (agency and Project provided) and testing
  - Share insights and engage others (e.g., SMEs, leadership, future end users)
- ▶ Preparing for UAT
  - Get to know your agency's UAT Plan
  - Gather and share information that will support expanding agency user engagement (e.g., support network and resources)



# Readiness Activities

## Pre-UAT Update

- ▶ Survey conducted at the end of the first set of topics to gauge preparation and support
  - Generally, they felt prepared for sessions, but less so did they feel they had time to test
  - Overwhelmingly, they felt supported by the Project and their Agency
  - Looking towards UAT, there was some familiarity with the UAT Plan, but less use of their Agency's User Stories

Favorite aspect of participation:  
Getting to see and  
touch the system



# Readiness Activities

## Pre-UAT Update

### ► What we see by analyzing stats:

- Not everyone was getting to spend time in the system
- Some users were really testing and getting transactions posted
- Limited functionality was being tested
- Subset of agencies were logging tickets
- Not all participants or agencies are attending Office Hours

### ► Encouragement we provided as a group:

- It may be overwhelming, but ask for help
- Make time to create volume and variation
- Leverage your resources
- Take your lessons learned and share them

# TRAINING ACTIVITIES

KIMBERLY KEMP



# Training Activities

## UAT Training Materials – Prerequisites

### UAT Prerequisites Data

#### Prerequisites and Knowledge Checks in LMS



**13**

Programs  
Available

- 4,520 Completions
- 33 Agencies have Accessed the Programs

#### Pre-Materials/ Pre-Work



**36 – Demos**  
**5 – Articles**

- Published five additional articles
- 1,449 Views since October 17
- 15 Followers

# Training Activities

## UAT Training Materials – Process Steps

Business Process Grouping	Process Steps Published to Date
Account Management & Financial Reporting	10
Accounts Receivables	21
Asset Accounting and Management	8
Banking	5
Budget Management and Cash Control	6
Contracts Management	2
Disbursements Management	10
Grants Management	2
Inter/IntraUnit Transactions	5
Projects Management	9
Revenue Accounting	2

1,353 Views and  
1,804 Followers  
since October 17

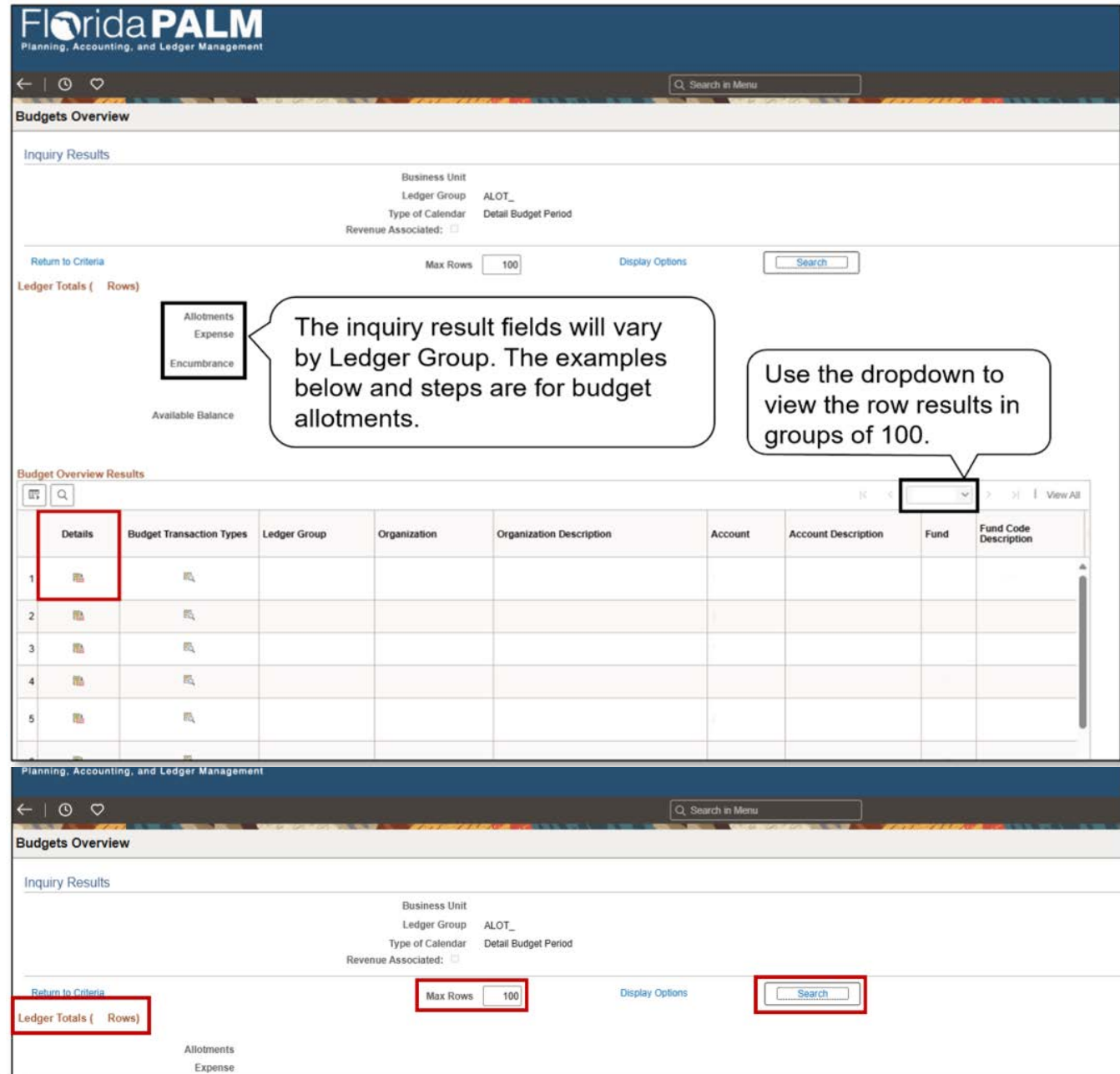


# Training Activities

## Pre-UAT Updates

### *Process Step: Verifying Budget Allotments and Revenue Estimates Loads*

- Inserted captions to existing screenshot to improve End User Navigation.
- Added steps to improve end user inquiry results to include using the Max Rows and Ledger Totals fields.



The screenshot displays the Florida PALM (Planning, Accounting, and Ledger Management) interface. The top navigation bar includes the Florida PALM logo and a search bar. The main section is titled "Budgets Overview" and contains an "Inquiry Results" section. Below this, there are filters for Business Unit, Ledger Group, ALOT\_, Type of Calendar, and Detail Budget Period. A "Return to Criteria" link is present. The "Ledger Totals ( Rows)" section shows a table with columns: Allotments, Expense, Encumbrance, and Available Balance. A callout box points to this section, stating: "The inquiry result fields will vary by Ledger Group. The examples below and steps are for budget allotments." Another callout box points to a dropdown menu, stating: "Use the dropdown to view the row results in groups of 100." The "Budget Overview Results" section shows a table with columns: Details, Budget Transaction Types, Ledger Group, Organization, Organization Description, Account, Account Description, Fund, and Fund Code Description. The "Max Rows" field is set to 100. The "Search" button is highlighted. The bottom section shows the "Planning, Accounting, and Ledger Management" header and the "Budgets Overview" section with the "Inquiry Results" section. The "Return to Criteria" link is highlighted. The "Ledger Totals ( Rows)" section is highlighted. The "Max Rows" field is set to 100. The "Search" button is highlighted.



# Training Activities

## Pre-UAT Updates

48

### *Process Step: Creating a Project*

- Updated Establishing a Project ID action to care for new event mapping.
- Added three steps end users must take in order to move through assigning activities.

Define Project General Info

General Information **Project Costing Definition** Primavera Manager Location Phases Approval Justification User Fields >

Project 41UAT1020 Description UAT Testing Project

**System Fields**

\*FS\_08 SetID 41000 Q

System Source PPC Q

**Project Currency** ⓘ

Currency Code USD Q

Rate Type CRRNT Q

Effective Date Default Accounting Date ▼

**Options** ⓘ

☒ Standard Activities

☐ Allow Interest Calculation

**Enforce Team** ⓘ

☒ Do Not Enforce

☐ Project Team Only

☐ Project and Activity Team

**Analysis Group Options** ⓘ

Cost Budget BUD Q

Revenue Budget RBUD Q

Actual Cost PSCST Q

Actual Revenue PSREV Q

Forecast Cost EAC Q

Forecast Revenue FREV Q

**Percent Complete** ⓘ

\*Calculation Method Manual ▼

\*Summary Method None ▼

\*Retain History Weekly ▼

**Projects Utilities**

Project Tree...

**Profitability Analysis Groups** ⓘ

Actual Margin = Actual Revenue PSREV Q - Actual Cost PSCST Q

Forecast Margin = Forecast Revenue FREV Q - Forecast Cost EAC Q

Save as Template Copy Project

My Projects Project Valuation Project Team Project Activities Go To More ▼

**Save** Return to Search Previous in List Next in List Refresh Add Update/Display Include History Correct History



# NEXT MEETING

DECEMBER 17, 2025

DEPARTMENT OF ENVIRONMENTAL PROTECTION – CARR BUILDING



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Florida**PALM**  
Planning, Accounting, and Ledger Management