

Florida **PALM**

Planning, Accounting, and Ledger Management



EXECUTIVE STEERING COMMITTEE

DEPARTMENT OF FINANCIAL SERVICES

APRIL 26, 2023



PROJECT RISKS/ISSUES AND BUDGET

TANNER COLLINS, TOMMY WERNER



Florida PALM Project Update

Budget – Fiscal Year 22-23

FY 2022-2023 Spend Plan Summary As of March 31, 2023

Category	Projected FYTD	Incurred FYTD	Released FYTD	Release Remaining
FLAIR System Replacement	\$19,788,403	\$18,618,719	\$20,100,103	\$1,481,384
CMS Remediation and Stabilization	\$1,000,000	\$1,000,000	\$1,000,000	\$0
Production Support	\$6,131,613	\$6,129,169	\$6,131,839	\$2,670
Oracle Software and Maintenance	\$1,114,424	\$1,113,203	\$1,114,424	\$1,221
Operational Project Administration	\$123,909	\$63,363	\$135,620	\$72,257
Staff Augmentation	\$856,230	\$812,742	\$1,076,300	\$263,558
Information Warehouse Assessment	\$487,096	\$487,096	\$500,000	\$12,904
Facilities and Maintenance	\$714,420	\$714,420	\$714,420	\$0
Revert/Appropriate from FY 21-22	\$8,325,711	\$8,298,726	\$8,392,500	\$93,774
Implementation Services	\$1,035,000	\$0	\$1,035,000	\$1,035,000
Contingency	\$0	\$0	\$0	\$0
Settlement Agreement	\$5,991,399	\$5,991,399	\$5,991,399	\$0
Salaries & Benefits	\$4,395,350	\$4,335,262	\$6,525,356	\$2,190,094
HR Transfer and Risk Management Insurance	\$19,269	\$19,269	\$23,377	\$4,108
Total:	\$30,194,421	\$28,964,649	\$32,640,235	\$3,675,586



Florida PALM Project Update

Risks and Issues 22-23

- ▶ Since the last ESC meeting, no Risks or Issues have been opened or closed
- ▶ Issue 27 – Schedule delays prevented a fully committed Project schedule
- ▶ There are no open Risks with a score of 15 or greater



Florida PALM Project Update

New Investment Accounting Solution

- ▶ BNY Mellon, Bloomberg, and External Manager connections to Clearwater have all been completed
- ▶ Asset reconciliation into Clearwater is complete
- ▶ Load and Futures parallel are underway
- ▶ Build of the custom entry file and GL on the Clearwater side has begun
- ▶ New FL CIP created and compliance set up has been started



INDEPENDENT VALIDATION AND VERIFICATION (IV&V)

CONTENT PROVIDED BY
PUBLIC CONSULTING GROUP



IV&V Update

Amendment 8

- ▶ The Florida PALM IV&V Team submitted its final review of the following Amendment 8 Attachments on 3/28/23 prior to that day's ESC meeting:
 - Attachment 1 Statement of Work
 - Attachment 2 Payment Schedule
 - Attachment 5.1 Business Requirements
 - Attachment 5.2 Customizations
 - Attachment 8 Deliverable Acceptance Criteria
- ▶ IV&V notes the approval of Amendment 8 to the SSI Vendor Contract at the end of the 3/30/23 ESC meeting and the pending full execution



IV&V Update

Design Planning Discussions

- ▶ The Florida PALM Project Team and SSI Vendor have begun preliminary design planning discussions with Agencies.
 - The Florida PALM IV&V Team is attending these meetings and will be providing advice on implementing best practices for Project planning and work.
- ▶ The Florida PALM Project Team and SSI Vendor have started planning for the D635 Project Schedule and Deliverable Expectation Document (DED).
 - In support of this effort, the Florida PALM IV&V Team is attending meetings where these artifacts are being discussed and preparing tools and standards to assist the Florida PALM Project Team and SSI Vendor in the review.
- ▶ IV&V is actively researching whether agencies are adequately staffed and have the bandwidth to perform their required functions for the Florida PALM and Interface upcoming tasks.



IV&V Update

RICEFW and Business Process Model Updates

- ▶ The Florida PALM IV&V Team attended various meetings since the last ESC meetings that covered planned updates and synchronization of the RICEFW log and BPMs
- ▶ IV&V notes that the RICEFW logs and BPMs are a critical aspect of the Florida PALM Project for defining the design and build. IV&V has provided recommendations on improving the utilization of the RICEFW in the 4/21/23 Weekly Status Report



IV&V Update

Open Findings

- ▶ IV&V currently has no Open Findings.



PROJECT UPDATE

JIMMY COX, NIKKI KLEIN



Florida PALM Project Update

Project Change Requests

▶ Project Change Requests

- PCR97 – GLE011 Zero Dollar Budget Journals
 - Systematically create zero dollar journals
 - Replaces manual process to create zero dollar journals
 - Helps ensure investment and disinvestment transactions are processed timely
- PCR98 – GLR150 Balance Summary Register Report
 - Modify GLR150 to use GLE009 Cash Reporting Solution
 - Enhanced run controls to allow execution by Fiscal Year, Accounting Period and Adjustment Period



Florida PALM Project Update

Amendment 8

- ▶ Amendment 8
- ▶ Detailed Project Plan is Coming Soon (due in June)
- ▶ Design Activities are Ramping Up
- ▶ Engaging with Enterprise Systems
- ▶ First set of finalized file layouts and related materials will be published in August



Florida PALM Project Update

Legislative Session

- ▶ Main Funding
 - SSI Contract
 - Staff Augmentation – Support Services
 - License
- ▶ Staff Augmentation – Quality Assurance/Testing Resources
- ▶ FTE Requests
- ▶ Information Technology Service Management Tool
- ▶ Administered Funds



Florida PALM Project Update

Other Considerations

▶ Expiring Contracts

- Goal is no new implementations between July 2025 and June 2026
- Alternative considerations for renewing or extending
- New vendor implementations introduce other issues
- Cannot test with new systems during cutover or hypercare (~5-months)

▶ Code Freeze

- Impossible to Freeze, but changes should be limited (e.g., changes in law)
- Continued changes in production systems increases risk with Florida PALM implementation
- FLAIR
- Florida PALM
- Enterprise Systems
- Agency Business Systems



Florida PALM Project Update

Readiness Activities

- ▶ CCN Town Hall – May 18
- ▶ Enterprise Partner meetings have begun
- ▶ Advisory Council Data Workgroups continue
- ▶ Agencies continued focus on Current State Analysis
 - Agency Business System Inventory and Reports Inventory



UPCOMING

STEVEN FIELDER, ANGIE ROBERTSON



Florida PALM Project Update

Upcoming Meetings

- ▶ Project Timeline and Agency Activities
 - Overview of the Project timeline and agency activity phases
 - Description of the 2023 tasks related to Current State Analysis
- ▶ Agency Sponsor Role and Expectations
 - Overview of the role of the CCN
 - Sponsor role roundtable discussion
- ▶ Change Champion Network Roles and Expectations
 - Deeper dive into CCN roles
 - Description of CCN review RW Task



- ▶ Agency Readiness Expectations and Accountability
 - Overview of agency readiness role in Project Go Live decisioning (Stage Gates)
 - Agency readiness roundtable discussion

Plus, networking opportunities



Florida PALM Project Update

PMP Updates

- ▶ Rationale for the updates:
 - Content refresh - largely the same PMP since before CMS launch
 - Align with Project structure and nomenclature
 - Include Amendment 8 concepts and changes
 - Move purely administrative process descriptions to new Standard Operating Procedures documents

Design, Development and
Implementation (DDI)
Project Management Plan
(PMP)

Florida PALM
Planning, Accounting, and Ledger Management

Department of Financial Services

Date: 12/20/2021

Revision: 4.1



Florida PALM
Planning, Accounting, and Ledger Management

Florida PALM Project Update

PMP Updates

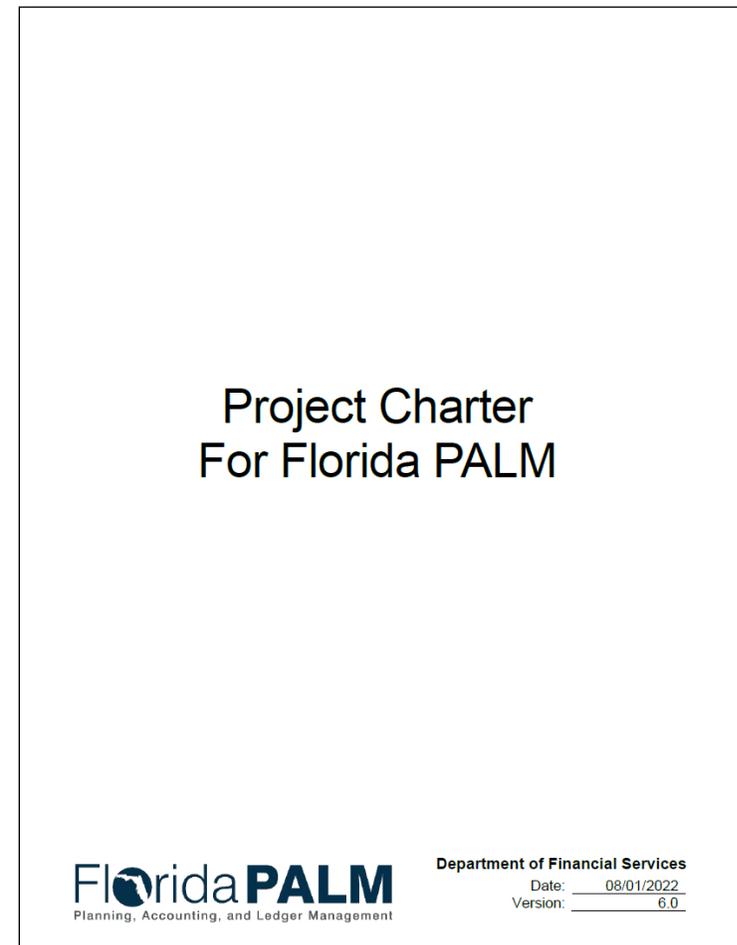
- ▶ Updated PMP:
 - Clarifies language and eliminates ambiguity
 - Condenses and streamlines the document
 - Easier to use – increased readability
 - Removes duplicate information
 - Aligns responsibilities to positions not roles
- ▶ Review Approach:
 - Materials sent by May 10:
 - Updated Draft PMP
 - Summary of changes
 - Track changes version
 - Review and discussion May 24



Florida PALM Project Update

Charter Updates

- ▶ Rationale for the updates:
 - Parallel PMP changes
 - Remove CMS-related references
 - Include Amendment 8 concepts and changes
- ▶ Review Approach:
 - Materials sent by May 10:
 - Updated Draft Charter
 - Summary of changes
 - Track changes version
 - Review and discussion May 24



CONTACT INFORMATION

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