

Project Sponsor:	<i>Steven Fielder</i>	Project Director:	<i>Jimmy Cox</i>
Status Report Period:	<i>February 1st – February 28th</i>	Current Project R&C Category:	<i>4</i>
Project Start Date:	<i>Project funding began July 1, 2014</i>	Project End Date:	<i>June 30, 2027 (Funding appropriated through June 30, 2022)</i>

1 – FLORIDA PALM STATUS OVERVIEW

A. Agency Engagement

Required for R&C Category 

During the month of February, the Department completed the following:

- Welcomed Steven Fielder as the Project’s Executive Project Sponsor and Jimmy Cox as the Project’s Director
- Published a new Consolidated Revolving Account (CRA) Activity Report in Florida PALM production for agency end users
- Updated the [Reports Catalog](#) in Smartsheet to display public queries available for end users
- Hosted two [end user learning opportunities](#) on Florida PALM SpeedTypes and reporting
- Hosted a [Production Support Round Table](#) including an open forum for agency collaboration relating to operations
- Surveyed agencies on risks and issues they may have relating to Florida PALM
- Held the first Advisory Council meeting with representatives from agencies seeking feedback on proposed agency activities
- Updated the Project website to include a [Training](#) page, an [Operations](#) page, and a [Learning](#) page
- Shared a [resource](#) to assist agencies with configuration activities
- Published individual agency workbooks in Smartsheet containing agency interface selections, conversion selections, and agency business systems

B. Implementation Status

Required for R&C Category 

	Yes	No	Explain:
Is the project on schedule? <i>If no, explain why and what corrective action(s) are planned to bring the project back on schedule</i>		✓	The current Schedule Performance Index (SPI) is 1.0. The Project Schedule being used was developed based on the Financials Wave implementation described in Amendment 6, which was not, nor will be executed. The Project Schedule is under review pursuant to IV&V recommendations and the absence of a contract amendment. A new schedule will be completed, and the requisite contract amendments developed in the coming weeks.

<p>Will the project complete on schedule?</p>	<p>✓</p>	<p>As stated above, the detailed Project Schedule for activities has not yet been finalized. The team will begin work on contract amendments with the key focus being a short-term agreement to gain alignment on recent changes. Simultaneously the team will begin work on a larger contract amendment which will focus on the long-term goals of the project considering desired changes based on input from the new Project Director, legislative direction, and requirements as well as the overall funding established through the legislative process.</p> <p>Issue 27 was created for impacts in establishing an updated schedule. The Project is actively monitoring risks associated with the 2024 scheduled implementation.</p>
<p>Is the project currently within budget? <i>If no, explain why and what corrective action(s) are planned to bring the project back within budget</i></p>	<p>✓</p>	<p>The current Cost Performance Index (CPI) is 1.02. The Spend Plan was realigned to reflect the existing contractual status which is the Amendment 5 Payment Schedule in the SSI Contract. This is due to the fact that Amendment 6 will not be executed. To date for the current fiscal year, no funds have been spent on SSI implementation services. The Project's is under budget for all other expenditures.</p>
<p>Will the project remain within budget?</p>	<p>✓</p>	<p>There is no information currently available that suggests that the Project will go over budget.</p>
<p>Were any Project Change Requests approved during this reporting period?</p>	<p>✓</p>	<p>PCR 86 was completed: Cash Balance Guide & Reconciliation</p>
<p>Have any risks or issues impacted the project during the reporting period?</p>	<p>✓</p>	<p>During the reporting period, no risks were closed or added. All others from last period remain open:</p> <p>Risk 265: There may be a misalignment of stakeholder expectations with Project Team activities.</p> <p>Risk 266: Unfunded required resources may impact Florida PALM transitions.</p> <p>During the reporting period, 2 issues were closed (#28, #29) and no issues were opened. All others from last period remain open:</p> <p>Issue 27 remained open during the reporting period: Amendment 6 delays prevented a fully committed project schedule.</p>

			Issue 30 was open during the reporting period: The externally managed investment process has not launched as scheduled due to a delay in the receipt of the conversion data.
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2 – IMPLEMENTATION MILESTONE PROGRESS

A. Implementation Go/No-Go Decision Progress <i>Provide status tracking for Go/No-Go Decisions planned for action by the Executive Steering Committee and identify the status of each item listed (Completed, In Progress, Future).</i>			
			Required for R&C Category 2 3 4
Go/No-Go Decision Name	Contractual Due Date	Actual Finish Date <i>(completed)</i>	Status <i>(C=Completed IP= In Progress F=Future)</i>
<i>Amendments 7 and 8 are in progress which will align future Go/No-Go Decisions with the Financials, Payroll, and Expansion Waves.</i>	TBD	N/A	N/A

3 – IMPLEMENTATION ISSUES / RISKS

A. Implementation Issues <i>List all issues identified, open, occurring, or closed within this reporting period related to implementation of the Financials or Payroll Waves.</i>					Required for R&C Category 2 3 4
Issue Description	Status (Open/Closed)	Priority	Resolution Approach	Resolution Date	Owner
27: Failure to execute Amendment 6 prevented a fully committed project schedule	Open	Critical	- Accenture and Project leadership continue regular meetings to discuss and complete new contract amendments (Ongoing)		Steven Fielder
30: The externally managed investment process has not launched as scheduled due to a delay in the receipt of the conversion data	Open	Not Assigned	- Tasks will be added to the Project Schedule to help track (In-Progress)		Derek Miller

B. Implementation Risks <i>List risks identified, open, occurring, or closed within the reporting period with a high probability or impact</i>					Required for R&C Category 2 3 4
Risk Description	Status (Open / Closed)	Risk Score	Mitigation/Response Strategy	Status	Owner
265: There may be a misalignment of stakeholder expectations with Project Team Activities	Open	15	- The Project will continue to discuss legacy and interface updates with all agencies (In-progress) . - Planned project work will be communicated to ESC, through agency sponsor messaging and readiness touchpoint meetings with agencies (Ongoing) .	Mitigating	Steven Fielder
266: Unfunded required resources may impact Florida PALM transitions	Open	20	- Expected agency activities will continue to be shared through the Readiness Workbook and through other communications (i.e., agency sponsor messages) (In-progress) . - Agency activities will be reviewed with the ESC to determine if there are any impacts to agency appropriations that will affect transitions to Florida PALM (Ongoing) . - The Florida Digital Service will review agency LBRs submitted for IT services (Ongoing) .	Monitoring	Steven Fielder

4 – SPEND PLAN

The Florida PALM Project was appropriated \$35,730,838.00 for FY 2021-22. As of the end of this reporting period, \$21,188,357.46 in expenses has been projected, \$15,402,469.00 of the appropriated funds have been released, \$14,193,991.87 in expenses have been incurred, and \$12,586,222.87 has been paid. No SSI contract deliverables have been paid to date with FY21-22 funds. See the Florida PALM Project Spend Plan for additional details.

5 – OPERATIONAL SUPPORT FOR FLORIDA PALM PRODUCTION

Externally managed transactions (INC22304785)

Due to the complexity of new data to account for externally managed investments, additional analysis, configuration, and testing is required to automate the load into Florida PALM. The Treasury team continues to enter journals online for externally managed investment activities, consistent with the process used for the legacy Cash Management System. Since the implementation did not occur in December as planned, an Issue was logged. As part of the Issue mitigation, an alternative implementation date will be confirmed.

ePayments

During testing with NIC and Wells Fargo (WF), it was identified that NIC and WF cannot provide the unique identifier, as provided in the current Bank of America (BOA) file, required to link transactions between the bank statements, addenda, and return file to support the existing Florida PALM solution for processing ePayments data. As a result, Florida PALM was modified to enable processing of ACH deposits and returns from NIC and WF. Agencies will be able to use this functionality as they transition to NIC. Before an agency transitions to NIC, the Treasury will support manual processes for any returns received but not reconciled. To date, 32 of 52 entities (representing 13 of 21 agencies) successfully transitioned to the NIC. Transitions are expected to continue through spring (2022).

Zero-dollar deposits reconciliation (INC22302090)

The \$0 deposits go to the internal interunit bank account. Because this is an internal account, there is no bank statement, so it cannot be reconciled automatically. The Treasury team accesses the manual reconciliation page, selects a date range, and selects all items to reconcile. An RITM has been logged to fully automate the process, which would eliminate the need for Treasury to handle exceptions. This incident has been closed and will not appear in future status reports.

Deal management accounting templates for partial sales (INC24687417)

The Deal Management accounting templates are incorrect for partial sales. As a workaround, the Treasury team is monitoring the activity and correcting as needed. This will be implemented as part of Externally Managed Transactions per agreement with Treasury on February 14, 2022. A resolution date has not been determined.

Book to Bank timing differences (INC24686664)

There is a timing differences for book to bank reconciliation between the General Ledger and bank statement causing delay in reconciliation. As a workaround, reports and queries have been provided to identify and explain the timing differences. A job aid is also being created to assist with analyzing the timing differences going forward. A Service Request have been logged with Oracle and a resolution is planned for release in March 2022. If an update is available from Oracle prior to March, it will be scheduled for implementation. This item has been resolved and will not appear in future status reports.

Review of Outbound Investment information (INC25638902)

Request for review of GLI046, and how the data is summarized. This item requires a fix and an enhancement. The incident will provide code fixes for non-conversion journals causing error log items, conversion journals causing error log items, and inclusion of both investment and disinvestment accounts (104000, 104001) in debit/credit logic. If these changes are made, GLI1046 will fail due to multiple funds mapping to the same Long Fund ID in the PALM crosswalk. The creation of an RITM for enhancement to resolve a “duplicate Long Fund ID” error is pending. This item has been resolved and will not appear in future status reports.

Investment Balances Report (INC25640065)

Issue with the calculation of the GLR090 Investment Balances Comparison Report. This item has been resolved and will not appear in future status reports.

CRA Activity Report (CMR028) (INC26714884)

The Consolidated Revolving Account (CRA) Activity is not working as expected. It is displaying information that does not impact the agency's balance. This issue is causing confusion for the agencies when they are trying to reconcile their CRA activity.

Issues with GLR151 Report (INC25647322)

GLR151 Cash Balance by Fund Report is listing funds that do not belong to the business unit. Targeted for February 24, this report will be temporarily disabled until the fixes of the known issues are migrated to Production. Incident still active and related to PRB0187850.

GLR151 Cash Balance by Fund (INC26653747)

The GLR151 Cash Balance by Fund report is not reflecting all balances within the cash in Treasury node. Targeted for February 24, this report will be temporarily disabled until the fixes of the known issues are migrated to Production. Incident still being worked.

Evaluate GLR150 Balance Summary Register Report (INC22444017)

The report design to be validated for appropriate accounting basis, and logic to present data with appropriate consideration for change impact. Targeted for February 24, this report will be temporarily disabled until the fixes of the known issues are migrated to Production. Unable to progress on this ticket given new understandings coming out of the cash balance discussion. Need the discussion to reach a conclusion and an actual cash reconciliation to take place to understand the required program changes.