Florida PALM
Planning, Accounting, and Ledger Management
Agenda

- Project and Track Accomplishments
- Process Evaluation Questionnaires
- Upcoming Agency Review Activities
- Questions
Project and Track Accomplishments
Major Project Accomplishments

- August 2015 Vendor Forum
  - Well attended
  - Materials and recording are posted to Florida PALM Project website
  - Vendors encouraged to ask questions via email and all answers will be posted to website
Major Track Accomplishments

- **BPS**
  - Draft Standardized Level 2 Process Flows (BPS10) deliverable submitted
  - Final Standardization Level 2 Process Flows and Standard Business Process Model (BPS13) to be submitted by 09/14/2015 (includes workflows + narratives)
  - Cycle 1 Business Requirements (BPS11) to be submitted to the DFS by 08/31/2015
  - Agency review activities to occur in September - November 2015

- **PMO**
  - Worked on various SSI procurement related deliverables
  - IV&V Purchase Order executed and onsite beginning 08/31/2015
Major Track Accomplishments

- **OCM**
  - Assisted with August 2015 Vendor Forum
  - Facilitated internal review sessions for agency Process Evaluation Questionnaires

- **SDS**
  - Continued support of technical requirements review (included as part of BPS11)
  - Confirmed integration points for FLAIR and CMS
  - Continued development of Data Management Plan
Process Evaluation Questionnaires
26 agencies submitted responses
Reviewed every comment and question from the agency responses
Preparing responses to address agency comments and questions and will deliver through:
  ◦ Continual updates at FASAASD meetings
  ◦ FAQs on Florida PALM Project website
  ◦ Direct response to agencies, as appropriate
  ◦ Review workshops (targeting September 2015)
Based on our review of the agency responses to the Process Evaluation Questionnaires, there are four key themes identified:

- Requirements
- Project Status and Timeline
- Integration with Existing Business Systems
- Policy and Future Processes
Process Evaluation Questionnaires
Common Themes

- Requirements – *How can agencies be involved in the requirements review process?*
  - Workgroups and Workshops assisted the Project Team in refining business processes and identifying requirements for Florida PALM
  - Cycle 1 Business Requirements will be submitted by our BPS Support Services contractor by August 31, 2015
  - Agencies will be asked to review requirements
  - Requirements Working Meetings (RWMs) are being tentatively planned for October / November
Timelines – What’s the proposed timeline for the Florida PALM Project, including implementation?
Process Evaluation Questionnaires
Common Themes

- Project Status and Timelines – *How can agencies keep informed on Project progress, including procurement activities?*
  - FASAASD Meetings
  - Florida PALM Project Website (myfloridacfo.com/FloridaPALM)
    - Including materials from the Vendor Forums
  - Participating in upcoming Florida PALM hosted agency meetings
Process Evaluation Questionnaires
Common Themes

- Integration with Existing Business Systems – *Will the new system work with existing agency business systems?*
  - The future financial management processes documented in the Level 2 Business Process Flows include integration points to allow for data exchanges with external systems
  - These integration points are identified with specific icons on the Process Flows
  - Additional details for these integration points will be determined during the design phase
Process Evaluation Questionnaires
Common Themes

- Policy and Future Processes – *How will XYZ functionality work in Florida PALM?*
  - The BPS Team worked with agencies to define future state business processes as part of Workgroups and Workshops
  - These future state business processes will be re-visited once the ERP solution is identified
  - Policy considerations, identified during the Workgroups and Workshops, will begin to be addressed over the next few months and as we move into the Project’s DDI phase
  - Final designs for system functionality will be completed as part of the DDI phase
Upcoming Agency Review Activities
Review Workshops

- To provide agencies with updated process workflows/narratives, share more about the Project’s progress, and give an overview of the requirements review activities, the Florida PALM Project intends to hold review workshops in September 2015
  - All agencies are invited and encouraged to attend
  - The focus will be on describing the net changes based on agency feedback to the Level 2 documents since agency Workshops in June 2015
  - Workshop registration instructions will be released via an Agency Addressed (AA) Memo and posted on the Florida PALM Project website
Requirements Review Activities

- Requirements will be made available to agencies to review
- The Project is currently finalizing approach for collecting agency feedback
- Once requirements are made available, the Project plans to allow for agencies to submit feedback until early November
Requirements Review Activities

- Requirements Review Meetings will be held for each Process Area in late October and early November 2015 to answer agency questions about requirements.
- Feedback received will be reviewed and the Cycle 2 Business Requirements will be prepared which will be used in the solicitation for the SSI.
- More information will be included in an AA Memo, posted to the Florida PALM Project website, and discussed in the review workshops.
Questions?
Contact Information

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