

Project Overview & Accomplishments

- ✓ Conducted two Executive Steering Committee (ESC) meetings; one on October 12, 2016 and the other on October 26, 2016. Meeting materials have been posted on the [ESC¹](#) page.
- ✓ Received ESC approval of the Software and Systems Integrator (SSI) Invitation to Negotiate (ITN) solicitation documents
- ✓ Issued RFQ for SDS Integration Architecture Support

Business Process Standardization (BPS)

The BPS Team continued to provide support to the Business Case Team. The Team also continued to support the development of the SSI ITN. The following deliverables were accepted:

- Enhancements/Modifications to Level 2 Process Models
- Report Listing for Level 2 Standardized Business Process Models – Version 2.0
- Requirements Evaluation Tool/Template with Requirements Loaded

The Team has completed loading the Florida PALM Business Requirements into DecisionDirector (the tool used to present Florida PALM Business Requirements to vendors).

Organizational Change Management (OCM)

The OCM Team continued to provide development support to the Project for the SSI ITN and to the Business Case Team. The Team continued work on several deliverables:

- Guiding Philosophies Summary Report (Accepted)
- Strategic Plan for Pre-SSI OCM Activities
- Project's fiscal year 2016-2017 Collaboration Strategy (Accepted)
- Project's Website Strategy
- Project Team Professional Development Strategy

The Team also began development of the first Collaboration and Communications Status Report for the first quarter of FY 2016-2017.

Project Management Office (PMO)

The PMO Team continued to lead efforts to review, update, and finalize the SSI ITN solicitation documents. These efforts included review of draft documents with Project Sponsors, DFS Purchasing, DFS Legal, and outside legal counsel in preparation for presentation to the ESC during the October 26, 2016 meeting. The Project received ESC approval for all solicitation documents during this meeting, fulfilling Proviso and implementing bill language.

¹ <https://www.myfloridacfo.com/floridapalm/meetings/executive-steering-committee/>

Systems and Data Strategy (SDS)

The SDS Team continued development and review of the Project's Pre-Design, Development, and Implementation (Pre-DDI) Enterprise Architecture Strategy. The Team continued development of several deliverables:

- Florida Accounting Information Resource (FLAIR) and Cash Management System (CMS) Conceptual Data Model
- Integration Point Gap Analysis
- Review-Analysis-Recommended Updates to Current-State Data Architecture Artifacts

The Team continued to provide oversight and support to the Business Case Team. The final report is due to the Legislature, Tuesday, November 1, 2016. The Team released the RFQ for Integration Architecture Support on Friday October 21, 2016.