Florida PALM Project Overview

Current State

The State’s main Accounting and Financial Management Applications

- FLAIR – Florida Accounting Information Resource System
  - The State’s accounting and financial system, used by 34 agencies
  - The core technology for FLAIR was developed in the 1970s and implemented in the 1980s
  - More than 400 “compensating systems and agency unique processes” interface with or perform additional functions that FLAIR may not do the way the agency would like or does not do at all

- CMS – Cash Management System
  - A collection of business systems used to manage the State’s treasury functions
  - Built on solid but older technology
Florida PALM Project Overview

The FLAIR Study

- 2013 GAA Proviso set forth the requirement that a study (the FLAIR Study) be performed to provide recommendation on one of four options to either enhance or replace FLAIR.

- The FLAIR Study was released in March 2014.

- The conclusion of the FLAIR Study was that the State of Florida should pursue the replacement of FLAIR and CMS with a “Commercial off the Shelf” (COTS) Enterprise Resource Planning (ERP) solution for the financial management processes to support the constitutional obligations of the CFO.

- The 338 page FLAIR Study provides very detailed analysis and information, including recommendations for many aspects of project planning.
Florida PALM Project Overview

Project Vision

Implement a statewide financial management system that enforces standardization, acts as a scalable foundation to evolve as business needs change, and positions Florida for future innovation as it considers true enterprise-wide solution.
Florida PALM Project Overview

Solution Goals

- Reduce the state’s risk exposure by harnessing modern financial management technology built on the premises of scalability, flexibility, and maintainability.
- Improve state and agency specific decision making by capturing a consistent and an expandable set of data.
- Improve the state’s financial management capabilities to enable more accurate oversight of budget and cash demands today and in the future.
- Improve productivity, reduce operational complexity and increase internal controls by enabling standardization and automation of business processes within and between DFS and agencies.
Florida PALM Project Overview

Project Organization

- SDS - Systems & Data Strategy (Technology)
- PMO - Project Management Office (Project) – combined with the procurement Track identified in the FLAIR Study
- BPS - Business Process Standardization (Process)
- OCM - Organizational Change Management (People) – combined with the workforce transformation Track identified in the FLAIR Study
Florida PALM Project Overview

Governance

Executive Office of the Governor
- Committee Member

Department of Management Services
- Purchasing Committee Member

Department of Environmental Protection
- Regulatory and Licensing Agency Administrative Services Director Committee Member

Department of Transportation
- An Agency Administrative Services Director Committee Member

Department of Children and Families
- Health Care Agency Administrative Services Director Committee Member

Department of Revenue
- SUNTAX Committee Member

Department of Financial Services
- Division of Information Services Committee Member

Executive Steering Committee

Project Sponsors
- Charles Ghini, Chief Information Officer
- Paul Whitfield, Deputy CFO
- Christina Smith, Director of Accounting and Auditing
- Bert Wilkerson, Director of Treasury

Project Team
- Melissa Turner, Project Director
- Danielle Kosberg, Deputy Project Director
- Eric Adair, SDS Manager
- Angie Robertson, BPS Manager
- David Gilmore, PMO Manager
- Carolyn Hicks, CCM Manager
- IV&V Support Staff
- SDS Track Staff
- BPS Track Staff
- PMO Track Staff
- OCM Track Staff

Florida PALM Project Team

IV&V Support Staff

Florida PALM Planning, Accounting, and Ledger Management

Agriculture and Consumer Services Touch Point Meeting

12/19/2016
Florida PALM Project Overview

Project Phases

Florida PALM Project Phases

Pre-Design, Development, and Implementation (Pre-DDI)

Design, Development, and Implementation Phases
Florida PALM Project Overview

Process Areas

- Accounts Receivable / Billing to Receipt (ARB) – billing and receiving payments
- Asset Acquisition to Disposal (A2D) – recording, depreciating, and reporting on assets
- Budget Preparation to Reversion (BUD) – budget management lifecycle from request to reversion
- Cash In-Flows to Out-Flows (CSH) – verifying deposits, reconciliation, tracking receipts and warrants, and cash reporting
- Grant Application to Closeout (GAC) – establishing, managing, and reporting on grants
Florida PALM Project Overview

Process Areas

- Payroll Hire to Separation (PAY) – financial transactions related to accounting for employee salary and benefits
- Procurement to Payment (P2P) – purchasing and paying for goods and services
- Project Development to Closeout (PJT) – establishing, managing, and reporting on projects
- Record to Report (R2R) – establishing ledger coding and record keeping through financial reporting
- Treasury Management (TRM) – treasury functions required to manage and maintain custody of cash and investment resources
Florida PALM Project Overview
Selected Project Timeline

**FY 2015/2016**

- **September 2015**
  - Level 2 and Functional Requirements Review Workshops Kickoff Meeting

- **August 2015**
  - IV&V Contract Executed
  - PMO Support (2) Contract Executed
  - ERP Support Legal Counsel Contract Executed

- **October 2015**
  - FY 2015-2016 Collaboration Strategy Accepted
  - Technical Kickoff Meeting Conducted
  - Level 2 and Functional Requirements Workgroups Conducted

- **November 2015**
  - November 15 - November 15 Technical Requirements Workgroups Conducted
  - Phase I PMP Rollout Completed

- **December 2015**
  - December 2015 Collaboration Strategy Update
  - IV&V Assessment Report Issued
  - Continuous Improvement Plan Developed

- **January 2016**
  - January 2016 Communications Plan Accepted
  - IV&V Assessment Report Issued
  - Collaboration Strategy Update

- **February 2016**
  - IV&V Assessment Report Issued

- **March 2016**
  - SDS Enterprise Architect Contract Executed
  - Collaboration Strategy Update

- **April 2016**
  - First Executive Steering Committee
  - May 2016 Drat Payroll Requirements Completed

- **June 2016**
  - Cycle 3 Business Requirements Workshops

**Phase I PMP Rollout Completed**

- **August 2015**
  - Vendor Forum

- **September 2015**
  - Level 2 and Functional Requirements Workshops Conducted

- **October 2015**
  - Technical Kickoff Meeting Conducted

- **January 2016**
  - IV&V Assessment Report Issued

- **February 2016**
  - IV&V Assessment Report Issued

- **March 2016**
  - SDS Enterprise Architect Contract Executed

- **April 2016**
  - First Executive Steering Committee

- **May 2016**
  - Drat Payroll Requirements Completed

- **June 2016**
  - Cycle 3 Business Requirements Workshops
Florida PALM Project Overview

Selected Project Timeline

July 2016
- Business Case Contract Executed

August 2016
- OCM Support Contract Executed

September 2016
- ESC Approved Business Requirements

October 2016
- ESC Approved Solicitation Documents

November 2016
- Business Case Accepted
- Business Requirements
- ITN Released
- Vendor Questions Due

December 2016
- Response to Vendor Questions Released
- Vendor Responses Due

January 2017
- Business Case Accepted
- Vendor Questions Due

April 2017

June 2017

Florida PALM Project Overview

Selected Project Timeline
Contact Information:
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