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
- Chief of Staff, Committee Chair and Executive Sponsor

Department of Management Services
- Committee Member

Department of Environmental Protection
- Committee Member

Department of Revenue
- Committee Member

Department of Financial Services
- Committee Member

Executive Steering Committee

Project Sponsors
- Director/CIO Office of Information Technology
- Deputy CFO
- Director of Accounting and Auditing
- Director of Treasury
- Director of Environmental Protection
- Director of Children and Families
- Director of Account and Auditing
- Director of Transportation
- Director of Management Services
- Director of Revenue
- Director of Financial Services

Florida PALM Project Team
- Project Director
- Deputy Project Director
- SDS Manager
- BPS Manager
- PMO Manager
- OCM Manager
- SDS Track Staff
- BPS Track Staff
- PMO Track Staff
- OCM Track Staff
- IV&V Support Staff
Florida PALM Project Overview

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

- **April 2014**
  - FLAIR Study Released

- **September 2014**
  - First PMO Track Team Member Assigned

- **October 2014**
  - First tBPS Track Team Member Assigned
  - Level 1 Requirements Workgroups Conducted

- **February 2015**
  - BPS Contractor On board

- **March 2015**
  - First OCM Track Team Member Assigned
  - Level 2 Requirement Workgroups Conducted

- **April - May 2015**
  - Level 2 Workshops Conducted

- **June 2015**
  - Procurement Support Legal Counsel Contract Executed

- **April 2015**
  - First SDS Track Team Member Assigned

- **February 2015**
  - BPS Contractor On board

- **March 2015**
  - PMO Support (1) Contract Executed

- **April 2015**
  - SSI Procurement Support Contract Executed

- **June 2015**
  - Procurement Support Contract Executed
Florida PALM Project Overview

Selected Project Timeline

FY 2015/2016
Florida PALM Project Overview

Selected Project Timeline

- July 2016: Business Case Contract Executed
- August 2016: OCM Support Contract Executed
- October 2016: ESC Approved Business Requirements
- September 2016: ITN Released
- November 2016: Vendor Questions Due
- December 2016: Response to Vendor Questions Released
- January 2017: Vendor Responses Due
- July 2016: 3rd ESC Meeting
- November 2016: Business Case Accepted
- October 2016: ESC Approved Solicitation Documents
- August 2016: Business Case Kickoff
- July 2016: Launched New Project Website
- July 2016: OCM Support Kickoff
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