

AGENCY: Department of Financial Services

June 2018



PROJECT: Florida Planning, Accounting, and Ledger Management (PALM)

PROJECT DESCRIPTION

The PALM project is to replace the Florida Accounting Information Resource Subsystem (FLAIR) and the Cash Management Subsystem (CMS) with a core Enterprise Resource Planning (ERP) solution. The project is currently in the Pre-Design, Development and Implementation (Pre-DDI) phase which consists of four tracks: Business Process Standardization (BPS), Project Management Office (PMO) including procurements, Organizational Change Management (OCM) including Workforce Transition (WFT), and System and Data Strategy (SDS). The project's goal for the Pre-DDI phase is to procure and contract with a Software and Systems Integrator (SSI) in 2018. In addition to SSI procurement activities, the project team is performing readiness activities to transition from the Pre-DDI Phase to the DDI Phase.

SCHEDULE DATA

Start Date
May 19, 2014

Planned Finish Date ¹
March 14, 2018

Forecasted Finish Date ²
June 29, 2018

COST DATA | FY 2017-18

Appropriated Budget ³
\$27,868,275

Planned Project Budget ⁴
\$5,622,563

Planned Expenditures to Date ⁵
\$5,622,563

Actual Expenditures to Date ⁶
\$5,366,563

Schedule / Cost Data Notes

- ¹ The Planned Finish Date is the original baselined finish date for the completion of the Pre-DDI Phase.
- ² The Forecasted Finish Date is the date when the Pre-DDI phase is currently forecasted to end based on task completion and the addition and removal of tasks. The June 1, 2018 version of the project schedule shows June 29, 2018 (current baselined finish date) as the end of the Pre-DDI Phase.
- ³ The project was originally appropriated a total of \$27,781,232 for FY 2017-18. The release of Administered Funds in August 2017 and September 2017 increased the total fiscal year appropriation to \$27,868,275.
- ⁴ As of December 31, 2017, the project rebaselined its Spend Plan to adjust projected amounts for the remainder of FY17-18 and only plans to spend \$5,542,821 of the released appropriation. As a result of PCR-26, the project does not expect to submit a budget amendment to request the reserve funding of \$18,073,199 for the DDI phase in FY 2017-18.
- ⁵ With December 31, 2017 rebaseline adjustment to the Project Spend Plan.
- ⁶ Actual Expenditures to Date reflects expenditures incurred to date.

OVERALL PROJECT STATUS SCORE & TREND 91%



KPI SCORING LEGEND

0 - 71.99%	High Risk	May require escalation
72 - 85.99%	Medium Risk	Needs attention
86 - 100%	Low Risk	Monitor and maintain; continuous process improvement

NOTES REGARDING OVERALL PROJECT STATUS

The Pre-DDI phase of the PALM project has been closed out this reporting period. The project provided project documentation late for the month of June.

SCOPE MANAGEMENT 100%

Scope Management presents low risk.

No new change requests were approved this reporting period.

SCHEDULE MANAGEMENT 80%

Schedule Management presents medium risk due to delayed submission of schedule (due June 10, 2018). As a result of SharePoint permission changes implemented during the transition from Pre-DDI to the Interim period, the AST Project Manager's access was removed, preventing AST access to required documents. The schedule was provided to AST on July 23, 2018, via email as permission issues with SharePoint remained.

While the KPI tool reflects medium risk due to the delay of submission, all schedule tasks have been completed for the Pre-DDI phase of the project. The schedule for the next phase of the project is in development.

COST MANAGEMENT 80%

Cost Management presents medium risk due to late submission of project spend plan for June 2018. The spend plan was delayed due to end of year reporting issues and may have further been impacted by the departure of the project's PMO Manager on July 12, 2018. The spend plan was submitted to AST via email on July 17, 2018 (due June 10, 2018).

Expenses incurred for most budget categories were less than planned, the project is \$99,697 (18%) under budget for the reporting period.

The project is \$255,999 (5%) under budget for the fiscal year to date.

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RISKS & ISSUES MGMT 100%

Risk & Issue Management presents low risk.

The project continues to demonstrate the ability to identify, monitor, and mitigate project risks and issues through defined processes as documented in the Project Management Plan.

PROJECT MGMT PRACTICES 94%

Project Management Practices present low risk.

The project employs sound project management practices in the areas of scope, change, cost, schedule, and risk and issue management.

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SCOPE MANAGEMENT 100%	SCHEDULE MANAGEMENT 80%	COST MANAGEMENT 80%	RISKS & ISSUES MANAGEMENT 100%	PM PRACTICES 94%
<p>(This area is intentionally left blank)</p>	<p>(This area is intentionally left blank)</p>	<p>(continued from previous page)</p> <p>This is attributed to expenses for project administration being less than planned and invoicing for contracted support services and IV&V being less than planned.</p> <p>There is no indication being under budget reflects issues with project performance.</p>	<p>(This area is intentionally left blank)</p>	<p>(This area is intentionally left blank)</p>