

AGENCY: Department of Financial Services
PROJECT: Florida Planning, Accounting, and Ledger Management (PALM)

January 2018



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 is to procure and contract with a Software and Systems Integrator (SSI) in 2018. The Pre-DDI phase will be considered complete upon procurement of a Financial Management Solution. 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
September 4, 2018

COST DATA | FY 2017-18

Appropriated Budget ³
\$27,868,275

Planned Project Budget ⁴
\$5,380,805

Planned Expenditures to Date ⁵
\$2,839,835

Actual Expenditures to Date ⁶
\$2,750,798

Schedule / Cost Data Notes

- ¹ The Planned Finish Date is the current baselined finish date for the completion of the Pre-DDI Phase.
- ² The Forecasted Finish Date is the date when the project is currently forecasted to end based on task completion and the addition and removal of tasks. The February 2, 2018 version of the project schedule shows September 4, 2018 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 \$5,380,805 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.
- ⁶ Actual Expenditures to Date reflects expenditures incurred to date.

OVERALL PROJECT STATUS SCORE & TREND

99%



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

None at this time.

SCOPE MANAGEMENT 100%

Scope Management presents low risk.

There were no scope changes or project change requests logged during the reporting period.

SCHEDULE MANAGEMENT 95%

Schedule Management presents low risk.

No critical path tasks were late as of the end of the reporting period.

The project team continues to plan and add DDI readiness tasks to the project schedule using rolling wave planning/elaboration procedures outlined in PALM's Project Management Plan. These DDI readiness tasks are flexible in their completion timeframes and generally targeted to be completed by the start of DDI.

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COST MANAGEMENT 100%

Cost Management presents low risk.

The project is \$89,037 (18%) under budget for the reporting period. This is due to reduced hours from contract staff and fewer hours than planned from IV&V and Outside Counsel.

The project is \$89,037 (3%) under budget for the fiscal year to date (with adjustment from December 2017 rebaseline of the Project Spend Plan). This is attributed to Outside Counsel costs being less than planned due to negotiations not starting when planned and contracted support services being less than planned.

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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. One risk was closed during the reporting period. There were no open issues during the reporting period.

PROJECT MGMT PRACTICES 100%

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 95%	COST MANAGEMENT 100%	RISKS & ISSUES MANAGEMENT 100%	PM PRACTICES 100%
<p>(This area is intentionally left blank)</p>	<p>(continued from previous page)</p> <p>While the project team actively maintains the project's schedule, future tasks might only be baselined 30 days in advance with resources shown with greater availability than is the case.</p> <p>AST recommends that the project elaborate future tasks representing the substantive work remaining on the project and allocate resources either by work effort or available percentage of time. This will improve the team's ability to plan, monitor, and control the project schedule as well as provide more reliable resource requirements.</p>	<p>(continued from previous page)</p> <p>There is no indication being under budget reflects issues with project performance.</p> <p>Project costs are tracked and monitored through a Project Spend Plan. The Project Spend Plan was rebaselined last reporting period to adjust projected amounts for the remainder of FY17-18.</p>	<p>(This area is intentionally left blank)</p>	<p>(This area is intentionally left blank)</p>