FDOT Status Report Dashboard

Click on the various statistics or dials to view the supporting information within your agency's Smartsheet Florida PALM Workbook.

Reporting Period

March - April 2025

Agency Sponsor

Lisa Saliba

RW Task Timeliness

RW Task Completeness

Direct Impact Task Timeliness

Other Task Timeliness

Direct Impact Task Completeness

Other Task Completeness

Direct Impact Task Timeliness:

Score = 90.83%

• Submitted On Time = 20

• Submitted Late = 15

• Pending Resubmission = 0

Other Task Timeliness:

Score = 79.39%

• Submitted On Time = 34

• Submitted Late = 29

• Pending Resubmission = 4

Direct Task Completeness:

Score = 91.71%

• Submitted Complete = 27

• Submitted Incomplete = 0

• Completed After Submission = 8

Other Task Completeness:

Score = 92.89%

• Submitted Complete = 27

• Submitted Incomplete = 1

• Completed After Submission = 10

The RW Task Timeliness dials reflect the timeliness of your agency's submission of all RW tasks based on the task due date. Calculations are based on all RW tasks to date.

The RW Task Completeness dials reflect the completeness of your agency's task submissions based on the task rubric. Calculations of task completeness includes all RW Tasks since RW 512.

Change Champion Network:

• Unique Filled Role = 30

• Duplicate Filled Role = 0

• Vacant Role = 0

The Change Champion Network composition reflects the completeness of your CCN makeup.

The dials above include an intuitive Green-Yellow-Red spectrum, where green indicates the measure is in a positive range, yellow represents that the gaps in expected results present an increasing risk to the agency, and red indicates that there are significant gaps in expected results that present an elevated risk level for the agency.

RW Tasks - Completed or Open Items

Project Impact	Critical Operational Element	Task ID	Task Name	Task Planned Start Date	Task Planned End Date	Agency Reported Task Progress	Agency Submission Date	Status Comment	Project Verification of Completion	Agency Corrected Submission Date
N/A	Technology	519	Remediate Agency Business Systems based on Segment I	01/29/24	06/28/24	50% - In Progress		Will be completing from a systems perspective rather than segment perspective. Segment delineations do not match with blended business system functionality. FDOT is planning to complete remediation tasks at once rather than in segment order. Completion Target at 8/1/2025		
N/A	Technology	531	Remediate Agency Business Systems based on Segment II	04/29/24	10/04/24	50% - In Progress		Will be completing from a systems perspective rather than segment perspective. Segment delineations do not match with blended business system functionality. FDOT is planning to complete remediation tasks at once rather than in segment order. Completion Target at 8/1/2025		
N/A	Technology	547	Remediate Agency Business Systems based on Segment III	07/22/24	12/13/24	50% - In Progress		Will be completing from a systems perspective rather than segment perspective. Segment delineations do not match with blended business system functionality. FDOT is planning to complete remediation tasks at once rather than in segment order. Completion Target at 8/1/2025		
N/A	Technology	561	Remediate Agency Business Systems based on Segment IV	10/21/24	03/14/25	50% - In Progress		Will be completing from a systems perspective rather than segment perspective. Segment delineations do not match with blended business system functionality. FDOT is planning to complete remediation tasks at once rather than in segment order. Completion Target at 8/1/2025		
Indirect	People	536-C	Create Agency Specific User Acceptance Testing Plan	12/09/24	05/02/25	100% - Submitted	04/29/25		Submission Complete	
N/A	Processes	560	Submit Change Analysis Tool	12/09/24	05/02/25	100% - Submitted	05/02/25			
N/A	People	568	Create Training Plan for Agency Managed End User Training	12/09/24	05/30/25	50% - In Progress				
Direct	Technology	576	Complete Internal Agency Business System Test and Remediation to prepare for Cycle 2 - Technical Interface Testing	01/06/25	07/25/25	50% - In Progress				
Direct	Data	658-D	Submit Data Field Mapping	02/03/25	03/14/25	100% - Submitted	03/17/25		Submission Complete	
N/A	N/A	589	Submit Bimonthly Agency Readiness Status Report	02/28/25	03/10/25	100% - Submitted	03/10/25		Submission Complete	
Direct	Data	567-L	Share, Review, and Update Configuration Workbooks	03/03/25	03/28/25	100% - Submitted	03/27/25		Submission Complete	
Direct	Data	567-M	Share, Review, and Update Configuration Workbooks	03/03/25	03/28/25	100% - Submitted	03/21/25		Submission Complete	
Direct	People	579	Confirm UAT SMEs	04/14/25	05/02/25	100% - Submitted	05/01/25		Submission Complete	

N/A	People	598	Share Florida PALM Updates	04/14/25	04/25/25	100% - Submitted	04/17/25		Submission Complete	
N/A	N/A	599	Submit Bimonthly Agency Readiness Status Report	05/01/25	05/12/25	100% - Submitted	05/12/25		Submission Complete	
Indirect	Technology	578	Confirm Identity Provider for Florida PALM	05/05/25	05/23/25	100% - Submitted	05/12/25			
Direct	Data	571	Complete Data Cleansing Based on Mock Conversion 2	05/12/25	06/20/25					

People

The staff and stakeholders affected by your agency's transition to Florida PALM.

Implementation:

Planned Florida PALM End Users = 200

• Business Process Groupings = 13/13

Identified Subject Matter Experts = 30

Processes

The sequence of procedures to accomplish a business objective.

Implementation:

Impacted Agency Business Processes = 148

• Related Business Process Groupings = 13/13

• Planned Spreadsheet Uploads = 3

Technology

The applications or tools used to process, track, or report on financial operations.

Implementation:

Business Systems Planned for Integration = 82

Planned Interfaces = 133

- Inbound Interfaces = 32

- Outbound Interfaces = 101

Data

Information used in or produced from an agency's financial business operations.

Implementation:

Configuration

• **Commitment Control (KK)**

- Budget Allotments - Control Option = Option # 3 - Track without Budget

- Account ChartField Tier Selection = Account Tier #2: Groupings

- Organization ChartField Translation Tree Selection = Translation Tree #2: Agency-Defined Tree

• **Org Security Rule = Agency Defined**

• **Optional ChartFields**

- OA1 = To Be Configured

- OA2 = To Be Configured

- PC Category = To Be Configured

- PC Subcategory = To Be Configured

- PC Source Type = To Be Configured

Conversion

• **Optional Conversions**

- Accounts Receivable = Needed

- Assets = Needed

- Contracts = Needed

- Customers = Needed

- Encumbrances = Needed

- Grants = Needed

- Projects = Needed

- Projects Balances = Needed

Agency Reported

The Risks, Issues, and Assumptions tables below display only items that were marked confirmed and were opened/logged, closed/resolved or active during the reporting period.

FDOT Risks

Status	Date Opened	Date Closed	Risk Category	Risk Title	Trend	Risk Rating	Monitor/Mitigation Plan/Resolution	Reporting Period Comments for March - April 2025
Open and Monitoring	11/01/23		Interface	Batch Schedule Timeliness	Stable	9 (High/High)	Expecting the PALM solution to have timely batch files and the Data Warehouse to be available, or interfaces until the DW is fully available.	Batch schedule will be available in December 2025.
Open and Monitoring	07/30/24		User Acceptance Testing	Late Publication of Batch Schedule	Stable	9 (High/High)	It is an absolute necessity. PALM must provide this. Continue to work with the RC and advise FDOT management. There is great concern of an inconsistent UAT batch schedule for conducting interface testing.	Learned the Batch schedule will be available in December 2025. Any interface testing might be delayed based on that Batch schedule.
Open and Monitoring	07/30/24		Interface	Excel Upload Volume Capacity	Stable	9 (High/High)	Project costing could have a large number of records - an interface to automatically accept our transactions is necessary.	Continued to raise to the Readiness Coordinator. Still do not have details on what PALM considers as too many records for an Excel file.
Open and Mitigating	09/30/24		Interface	Data Source Indicator - Input or System Generated	Stable	9 (High/High)	If PALM cannot provide the transaction indicator for the data source, we will need to design backup plans and work with the business experts to develop alternative methods.	Part of this has been addressed in the Activity Log. Researching how to design an alternative.
Open and Monitoring	10/24/24		Agency Business System	Project Costing - Manual Inputs	Stable	9 (High/High)	Florida PALM - will advise if it can be through Excel upload.	No comment this period.
Open and Mitigating	07/22/21		User Acceptance Testing	PALM Responses for Detail Information	Decreasing	6 (Medium/High)	Conduct monthly RAID meetings and escalate issues to FDOT leadership and PALM leadership.	Communicate the most important items during the Touchpoint meetings, monitor Question Log, PALM

Status	Date Opened	Date Closed	Issue Category	Issue Title	Trend	Priority	Action Plan	Comments
								Public Log, and Knowledge Center updates.
Open and Mitigating	06/19/24		Agency Business System	FDOT System Complexity	Decreasing	6 (Medium/High)	Broadening the analysis and ensuring that it includes SMEs. Applying early QA processes.	Onboarding additional resources for analysis and remediation.
Open and Monitoring	12/12/24		User Acceptance Testing	Delayed Testing for Excel Uploads	Decreasing	6 (High/Medium)	Awaiting the ability to completely test the upload functionality.	Improving. PALM's extended timeline may allow for an advance pre-test of our interfaces.
Open and Mitigating	12/12/24		Conversion/Configuration	Mock Conversion 2	Stable	6 (High/Medium)	Structure the testing in small units recognizing the problems and limit how far we can effectively test. Need to update Projects (and other config values) in UAT, post go-live, and other configuration values.	Expecting to update configuration workbook post Mock 2 completion for determination of trend/status.
Open and Mitigating	02/18/25		Interface	Interfaces and Data Processing Visibility	Decreasing	6 (High/Medium)	Expect an unknown amount of rework, consider this in planning activities.	Improving. PALM is making special effort to hear our issues and understand our perspective.
Open and Mitigating	04/24/25		User Acceptance Testing	Data Warehouse	Stable	6 (High/Medium)	Request information from the PALM Readiness Coordinator, monitor the Knowledge Center and pose questions.	New risk identified.
Open and Monitoring	05/09/24		User Acceptance Testing	Knowledge Center Change Identification	Decreasing	4 (Medium/Medium)	Requested the Readiness Coordinator for additional communications when there are updates to the Knowledge Center, and what was updated.	Florida PALM has been sending separate emails to advise when there are updates to the Knowledge Center.
Open and Mitigating	02/06/25		Role Mapping	Roles Required	Stable	4 (Medium/Medium)	Moving forward, we are developing a PowerBI dashboard, AARF roles, and SQL-based reports in a flexible manner so that when roles are provided, we can quickly add them.	Received a list of roles from PALM, only CMS Wave, and we have no Financial roles.
Open and Mitigating	07/22/21		Staffing/Resource Availability	Funding to Completion	Stable	3 (High/Low)	Document program funding requirements and communicate with FDOT leadership, the Governor's office, and House/Senate staff.	Budget planning is in progress for the duration of the project.
Open and Mitigating	12/12/24		Conversion/Configuration	Mock Conversion	Decreasing	3 (High/Low)	Continue to collaborate with PALM to work through the process and find a pattern to help identify the problem points.	Awaiting completion and feedback from Mock Conversion 2 for determination of trend/status. Feedback from PALM has offered guidance.

FDOT Issues								
Status	Date Opened	Date Closed	Priority	Issue Category	Issue Title	Action Plan	Planned or Actual Resolution Date	Reporting Period Comments for March - April 2025
Open	05/09/24		High - Impacts the ability	Staffing/Resource Availability	Mainframe capacity	Requested NWRDC/Ensono for 10% increase by end of SFY 2025. A large application (Right of Way Management System) is scheduled to be moved off of the mainframe by end of SFY 2026 which will provide more processing capacity. FDOT Technical resource is looking at offloading flat files to SQL Server by 08/2026.	08/03/26	Monitoring closely and looking at options.
Open	06/13/24		High - Impacts the ability	Interface	Interfaces Continue to Change	Continue to convey the importance to PALM Readiness Coordinator during Touchpoint meetings.	08/01/25	Interfaces are changing some inconsistencies are acknowledged by PALM and they looking into it.
Open	06/13/24		High - Impacts the ability	Staffing/Resource Availability	Limited SMEs	Monitor allocations closely and identify tasks that may be accomplished by another resource. Streamline communications. Set Priorities and work arounds. Escalate to management.	07/01/26	SMEs are contributing answers and guidance, as a PALM priority when they can.
Open	09/16/24		High - Impacts the ability	Interface	Interface Data Relationships	Reach out to PALM regularly for details. Work with PALM to articulate the need and offer examples and communicate how it impacts us.	08/01/25	Moving forward based on assumptions, recognizing rework will be needed. We received 22 out of the 33 ERD's requested, but none in the last month.
Open	10/30/24		High - Impacts the ability	Interface	Need Interface Error Report	Raise to the Technical Coordinator. Run error report next day, soft errors. We do not know how we will receive the fatal errors, work with PALM and by August	08/01/25	Continue to raise to PALM Readiness Coordinator, separate discussion on this issue and PALM will get back to us.

Status	Date		Impact	Category		Issue	Mitigation	Target Date	Action
							we expect to have the information.		
Open	12/12/24		High - Impacts the ability	Agency Business System		Functionality Gap	Mapping is progressing, and once we are in UAT we will reassess the impact and mitigation.	07/01/26	Leverage SMEs knowledge and assess business processes.
Open	12/12/24		High - Impacts the ability	Interface		Sample Data Scenarios	PALM said we will not receive sample data. As an alternative we are creating test data to represent the full scenarios.	08/01/25	Created sample test data as we understand the processes and the data interactions.
Open	03/05/25		High - Impacts the ability	User Acceptance Testing		No UAT for Year-end	Being assessed. PALM UAT is unsettled.	04/01/26	Raise to the Readiness Coordinator

FDOT Assumptions

Critical Operational Elements	Assumption	Status	Date Logged or Removed	Impacted Stakeholder(s) and/or System(s)	Reporting Period Comments for March - April 2025
Processes	The Florida PALM Project implementation will replace the current FLAIR functionality and will not encompass FDOT's agency-specific planning and analysis requirements.	Logged	06/30/23	FDOT Florida PALM End Users FDOT Application Owners	Assumption remains valid.
Processes	FPST work efforts classified as operations and maintenance (O&M) will follow the established standards for O&M activities.	Logged	06/30/23	FDOT Florida PALM Agency Liaisons FPST Program Managers FDOT Application Services Section Managers	Assumption remains valid.
People	Adequate staffing, equipment, software, and hardware are primary drivers of the department's FPST Program activities will be available, and there will be funding to support FDOT FPST Program.	Logged	06/30/23	Executive FPST Program Sponsors Chief Information Officer	Assumption remains valid.
People	Due to the overallocation of FDOT key subject-matter resources, hiring consultants and other resources to augment the FPST Program is essential for the department's continuity of operations and successful transition to the Florida PALM solution.	Logged	06/30/23	Executive FPST Program Sponsors	Assumption remains valid.
Technology	FDOT has total dependencies on the PALM Solution Design deliverables.	Logged	06/30/23	FDOT Florida PALM Agency Liaisons FPST Program Managers	Assumption remains valid.
Processes	Staff resources are assigned to multiple workstreams and may have limited availability for FPST activities. Scheduling and resourcing for the FPST Program must take into consideration the department's annual operational schedule to minimize interference with development and delivery of the Work Program and required activities for the state and federal fiscal year-end closings.	Logged	06/30/23	Executive FPST Program Sponsors	Assumption remains valid.
Technology	Excel spreadsheet uploads will be entered by business users, and the process will be simple and function smoothly.	Logged	02/20/24	FDOT End Users	Assumption remains valid.
Data	The 'CFDA' number storage location needed in PALM for expenditure of grants, workaround would be to leverage OA fields and create data relationships.	Logged	04/05/24	FDOT Florida PALM Agency Liaisons FPST Program Managers	Assumption remains valid.
Data	OA1 and OA2 will fully remain agency specified. This will ensure that PALM will not be using these fields for any PALM functionality that could conflict with other agency's usage of OA1 or OA2.	Logged	05/17/24	FDOT Florida PALM Agency Liaisons FPST Program Managers FDOT Business Owners	Assumption remains valid.
Technology	MFMP - System integration between MFMP and PALM will not introduce incompatibility with FDOT.	Logged	06/19/24	FDOT Procurement and Payments	Assumption remains valid.
Technology	People First - System integration between People First and PALM will not introduce incompatibility with FDOT.	Logged	06/19/24	FDOT Payroll	Assumption remains valid.
Processes	PALM will provide functionality to allow FDOT to input accounts payables into the system. (Part of the carry forward process last months of the year.)	Logged	10/01/24	FPST Program Managers FDOT Business Owners	Assumption remains valid.
Data	PALM Data Warehouse and/or PALM Reports will provide the necessary information that our systems and processes require to perform core functionality.	Logged	04/24/25	FPST Program Managers FDOT Business Owners FDOT End Users	Assumption logged this period.

Agency Sponsor Confirmation

As Agency Sponsor, I understand my role and responsibility for monitoring and reporting on my agency's readiness status. I have reviewed and confirmed the accuracy of my agency's readiness status as reflected in this dashboard.

Agency Sponsor Name: *

[   ]

☐ **Confirm ***

[Submit]

FDOT Status Report Confirmation

Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
March - April 2025	Lisa Saliba	lisa.saliba@dot.state.fl.us	05/12/25
January - February 2025	Lisa Saliba	lisa.saliba@dot.state.fl.us	03/10/25