

Florida **PALM**

Planning, Accounting, and Ledger Management



EXECUTIVE STEERING COMMITTEE

DEPARTMENT OF FINANCIAL SERVICES

NOVEMBER 15, 2021



PROJECT UPDATE

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Florida PALM Project Update

Summary of Amendment 6

- ▶ Consolidation of Central and Departmental Waves into single Financial Wave
- ▶ Aligned Payroll Wave implementation with Financials Wave
- ▶ No increase to overall Contract value
- ▶ Gained some efficiencies & added some services
- ▶ Focused on remaining work
- ▶ Simplified by referring to accepted deliverables and Project operational documents
- ▶ Clarified Contractor and Department responsibilities



Florida PALM Project Update

Amendment 6 Document Summary

Contract Document	Title	Summary of Changes
SSI Contract	General Terms and Conditions	No Changes
Amendment 6	Amendment 6	<ul style="list-style-type: none"> Describes changes included with Amendment 6
Attachment 1-A6	Statement of Work	<ul style="list-style-type: none"> Removed items related to interim Central and Payroll work Added RICEFW capacity Added IW Replacement Assessment Added Agency Support efforts Updated Key Staff
Attachment 2-A6	Payment Schedule	<ul style="list-style-type: none"> No increase to contract cost Adjusted deliverables and timing according to updated implementation schedule
Attachment 3	ITN Selected Portions	No Changes
Attachment 4	Purchasing Form PUR 1000	No Changes
Attachment 5.1-5.3	Business Rqmt/Customizations/Module Summaries	No Changes
Attachment 6-A6	Definitions	<ul style="list-style-type: none"> Added definitions
Attachment 7.1-7.3	Oracle Software	No Changes
Attachment 8-A6	Deliverable Acceptance Criteria	<ul style="list-style-type: none"> Updated deliverables according to implementation schedule Updated Go/No Go Deliverable criteria to be more business meaningful
Attachment 9	Approved Subcontractors	No Changes
Attachment 10-A6	Service Level Agreements	<ul style="list-style-type: none"> Updated to better align to tools used to measure performance
Attachment 11	Exit Transition Services	No Changes
Attachment 12	Parent Company Guarantee	No Changes
Attachment 13-A6	Software Source Code	<ul style="list-style-type: none"> Updated expectations for delivery of source code
Attachment 14-A6	Optional Services	<ul style="list-style-type: none"> Added optional services to reflect more areas of potential future need



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Redaction Formatting

This is public text.

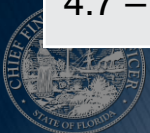
This is text that is not subject to ~~a~~ public records requests. However, you will still be able to see track changes within these sections.



Florida PALM Project Update

Attachment 1 – Statement of Work

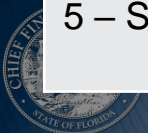
Section	Changes from A5 to A6
1 – Approach and Timeline	<ul style="list-style-type: none"> Updated timeline and narrative to reflect wave updates
2 – Organization and Staffing	<ul style="list-style-type: none"> Updated Key Staff table to align to updated approach
3 – Facilities	No change
4.1 – Project Management and Quality Assurance	<ul style="list-style-type: none"> Added Contractor responsibility to create Project Schedule
4.2 – Agency Support	<ul style="list-style-type: none"> Added section to describe Agency Support work Added Contractor responsibility to create Readiness Workplan
4.3 – Technical Architecture	No change
4.4 – Solution Analysis and Design	<ul style="list-style-type: none"> Clarified expectations for Financials Wave, Payroll Wave, and Expansion Wave
4.5 – Application Configuration, Development, and Maintenance	<ul style="list-style-type: none"> Increased number of standardized workflows (+1) and forms (+2)
4.6 – Information Warehouse Replacement and Reporting	<ul style="list-style-type: none"> Added Contractor responsibility to perform Information Warehouse Assessment and create IW Replacement Plan Increased number of custom reports (+25)
4.7 – Interfaces and Integration	No change



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Attachment 1 – Statement of Work

Section	Changes from A5 to A6
4.8 – Data Conversion and Data Migration	No change
4.9 – Security and Technical Compliance	No change
4.10 – Testing	No change
4.11 – Knowledge Transfer	<ul style="list-style-type: none"> • Realigned Knowledge Transfer to Production Support rather than Project Team activities
4.12 – End User Training	<ul style="list-style-type: none"> • Added Contractor responsibility to support Department in designing, developing, and deploying Training Materials for the Financials Wave • Clarified training delivery approach to be web-based training
4.13 – This section is intentionally left blank	<ul style="list-style-type: none"> • Contractor services complete for assisting the Department with establishment of the Help Desk – removed from SOW
4.14 – Deployment and Post-Implementation Support	<ul style="list-style-type: none"> • Clarified inclusion of two full dress rehearsals
4.15 – Production Support	No change
4.16 – Transition	No change
5 – Support Tools	<ul style="list-style-type: none"> • Added licenses for training material creation and remote desktop access



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Attachment 2 – Payment Schedule

- ▶ Summary of updates:
 - Modified approach for reflecting contract contingency, which reduced overall contract value
 - Retained same FY21-22 amount
 - Adjusted timing of deliverables according to implementation schedule
 - Reflected new and removed deliverables from Attachment 8 – Deliverable Acceptance Criteria



Florida PALM Project Update

Attachment 2 – Payment Schedule

- ▶ Fiscal Year changes from Amendment 5 to Amendment 6 (excluding Contract Contingency impacts):

Initial Term										
Period	Fiscal Year									Total
	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	
<i>Deliverables</i>										
Phase 1	\$0	\$0	\$0	\$611,304	-\$4,061,977	\$3,098,767	-\$221,250	\$820,000		\$246,844
Phase 2							\$32,142	-\$32,142	\$0	\$0
<i>"Cost Plus" Reimbursable Costs</i>										
Phase 1	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Phase 2							\$0	\$0	\$0	\$0
<i>Production Support</i>										
Phase 1			\$0	-\$611,304	-\$159,690	-\$75,436				-\$846,430
Phase 2							\$272,443	\$337,948	-\$10,805	\$599,586
Phase 1 Total	\$0	\$0	\$0	\$0	-\$4,221,667	\$3,023,331	-\$221,250	\$820,000	\$0	-\$599,586
Phase 2 Total	\$0	\$0	\$0	\$0	\$0	\$0	\$304,585	\$305,806	-\$10,805	\$599,586
Total Both Phases	\$0	\$0	\$0	\$0	-\$4,221,667	\$3,023,331	\$83,335	\$1,125,806	-\$10,805	\$0



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Attachment 8 – Deliverable Acceptance Criteria

- ▶ Summary of updates:
 - Removed future Central Wave deliverables
 - Removed future Strategies where the approach is not fundamentally changing
 - Moved activities to the operational calendar
 - Combined certain Financials Wave and Payroll Wave deliverables
 - Added deliverables for new scope items
 - Updated deliverable acceptance criteria for testing completion to include demonstrations to agencies
 - Updated Go/No-Go acceptance criteria to be more business meaningful



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Attachment 14 – Optional Services

- ▶ Summary of updates:
 - Added optional services:
 - Sandbox environment
 - Extended testing services
 - Information Warehouse replacement
 - End user training for Financials, Payroll, and Expansion Waves
 - Continuous Payroll Implementation Support
 - Supplier Portal assessment and implementation
 - Procurement Card assessment and implementation
 - Implementation of additional security and privacy controls
 - Additional reporting and data support
 - Clarified some existing optional services
 - Deleted optional services no longer applicable



UPCOMING MEETING

NOVEMBER 16

DEPARTMENT OF ENVIRONMENTAL PROTECTION



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