

<b>Project Sponsor:</b>	<i>Steven Fielder</i>	<b>Project Director:</b>	<i>Jimmy Cox</i>
<b>Status Report Period:</b>	<i>March 1, 2023 – March 31, 2023</i>	<b>Current Project R&amp;C Category:</b>	<i>4</i>
<b>Project Start Date:</b>	<i>Project funding began July 1, 2014</i>	<b>Project End Date:</b>	<i>June 30, 2027 (Funding appropriated through June 30, 2023)</i>

# 1 – FLORIDA PALM STATUS OVERVIEW

<b>A. Agency Engagement</b>		Required for R&C Category <span style="border: 1px solid black; padding: 2px;">1 2 3 4</span>
<p>During the month of March, the Department completed the following:</p> <ul style="list-style-type: none"> <li>• Implemented a <a href="#">PeopleSoft PeopleTools upgrade</a> to the Florida PALM system that enhanced the user experience</li> <li>• Implemented a query enhancement in Florida PALM to make searching Reconciled Deposit Reports easier</li> <li>• Held a <a href="#">Change Champion Network Town Hall</a> which hosted three guest agencies as presenters</li> <li>• Presented a Project overview to the <a href="#">House State Administration &amp; Technology Appropriations Subcommittee</a></li> <li>• Presented a Project update during the <a href="#">Florida Administration Services Meeting</a></li> <li>• Completed a <a href="#">series of review sessions</a> for the SSI Contract Amendment 8 with the Executive Steering Committee, with a unanimous vote of approval for the amendment following</li> <li>• Released a <a href="#">new task</a> for agencies guiding them to document their agency business systems and current interfaces</li> </ul>		

<b>B. Implementation Status</b>		Required for R&C Category <span style="border: 1px solid black; padding: 2px;">1 2 3 4</span>
	Yes	No
<b>Is the project on schedule?</b> <small><i>If no, explain why and what corrective action(s) are planned to bring the project back on schedule</i></small>	✓	<p>Explain:</p> <p>The Project Schedule being used at this time is limited to key administrative activities, required reporting activities and requirements reviews. Based on ESC approval, Amendment 8 to the SSI Contract will be routed for approval and signature by the Department. The first Deliverable is a Project Schedule for the next major implementation.</p>

B. Implementation Status		Required for R&C Category <span style="float: right;">1 2 3 4</span>	
	Yes	No	Explain:
<b>Will the project complete on schedule?</b>	✓		The detailed Project Schedule for the Financials and Payroll Waves is dependent upon the next Contract amendment (Amendment 8). While Amendment 8 is being routed for approval, there are several inputs into the Project Schedule, as described in the 2022-23 General Appropriations Act, that must be considered before the Project Schedule can be finalized. As a result, the short-term Project Schedule remains focused on key administrative activities and required reporting activities. Issue 27 was created for impacts in establishing an updated Schedule. The Project is actively monitoring risks associated with the Schedule.
<b>Is the project currently within budget?</b> <small>If no, explain why and what corrective action(s) are planned to bring the project back within budget</small>	✓		The Project is currently within budget.
<b>Will the project remain within budget?</b>	✓		Spend Plan details provided in section four.
<b>Were any Project Change Requests approved during this reporting period?</b>	✓		Project Change Request (PCR) 96, 97 and 98 were approved during this period.
<b>Have any risks or issues impacted the project during the reporting period?</b>	✓		During the reporting period, no Risks or Issues were opened or closed. Issue 27 remains open, as defined in section three.

C. SPI & CPI <i>Provide SPI and CPI for Current + Last 3 Reporting Periods</i>					Required for R&C Category <span style="float: right;">3 4</span>
	Past Reporting Period	Past Reporting Period	Last Reporting Period	Current Reporting Period	
<b>Date</b>	December 2022	January 2023	February 2023	March 2023	
<b>Project Schedule Performance Index (SPI)</b>	0.86	0.86	0.83	0.83	
<b>Project Cost Performance Index (CPI)</b>	1.01	0.98	0.98	0.99	
<b>Explanation of SPI/CPI Variance / Trend</b>	The current Schedule Performance Index (SPI) is .83. The Project Schedule being used at this time is limited to key administrative activities, required reporting activities and requirements reviews. Amendment 8 to the SSI Contract will inform a new or updated Project Schedule.				

## 2 – IMPLEMENTATION MILESTONE PROGRESS

<b>A. Implementation Go/No-Go Decision Progress</b> <i>Provide status tracking for Go/No-Go Decisions planned for action by the Executive Steering Committee and identify the status of each item listed (Completed, In Progress, Future).</i>			
			Required for R&C Category <span style="float: right;">2 3 4</span>
Go/No-Go Decision Name	Contractual Due Date	Actual Finish Date (completed)	Status (C=Completed IP= In Progress F=Future)
<i>Amendment 8 will align Go/No-Go Decisions, called Stage Gate Decisions, for the Financials and Payroll Waves.</i>	<b>TBD</b>	<b>N/A</b>	<b>N/A</b>

<b>B. Scope Changes</b> <i>List all scope changes (any changes from the original project objectives and deliverables that impact the project schedule or budget) identified during this reporting period, including those that may impact the project in later reporting periods.</i>			
			Required for R&C Category <span style="float: right;">2 3 4</span>
Scope Change Description	Cost Impact	Schedule Impact	Status (if approved, include approval date and change control form number) / Variance Explanation / Comment
PCR 96 - COA Crosswalk Field and Default Updates	Low	Low	Approved on 3/1/2023
PCR 97 - GLE011 Zero Dollar Budget Journals	Low	Low	Approved on 3/10/2023
PCR 98 - GLR150 Balance Summary Register Report	Low	Low	Approved on 3/10/2023

### 3 – IMPLEMENTATION ISSUES / RISKS

**A. Implementation Issues** Required for R&C Category 2  
3 4  
*List all issues identified, open, occurring, or closed within this reporting period related to implementation of the Financials or Payroll Waves.*

Issue Description	Status (Open/Closed)	Priority	Resolution Approach	Resolution Date	Owner
27: Schedule delays prevented a fully committed Project Schedule	Open	Critical	Accenture and Project leadership continue regular meetings to discuss and complete the new Contract amendment <b>(Ongoing)</b>	N/A	Jimmy Cox

**B. Implementation Risks** Required for R&C Category 2  
3 4  
*List risks identified, open, occurring, or closed within the reporting period with risk score of 15 or greater.*

Risk Description	Status (Open / Closed)	Risk Score	Mitigation/Response Strategy	Status	Owner
N/A					

## **4 – SPEND PLAN**

The Florida PALM Project was appropriated \$63,548,688 for FY 2022-23. As of the end of this reporting period, \$30,194,421 in expenses has been projected, \$32,640,235 of the appropriated funds have been released, \$28,964,649 in expenses have been incurred, and \$28,804,417 has been paid. See the Florida PALM Project Spend Plan for additional details.

## 5 – REMEDIATION AND TRANSITION TASKS REQUIRED TO REPLACE FLAIR

<b>Remediation and Transition Tasks</b> <i>Provide status tracking for remediation and transition tasks required to replace FLAIR and identify the status of each item listed (Completed, In Progress, Future).</i>			
			Required for R&C Category <span style="border: 1px solid black; padding: 2px;">2</span> <span style="border: 1px solid black; padding: 2px;">3</span> <span style="border: 1px solid black; padding: 2px;">4</span>
Task Name	Due Date	Actual Finish Date <i>(completed)</i>	Status <i>(C=Completed IP= In Progress F=Future)</i>
Reconciliation of Functional and Technical Requirements	<b>4/3/2023</b>	<b>03/06/2023</b>	<b>C</b>
*Additional tasks will be defined once the Project Schedule is defined	<b>TBD</b>	<b>N/A</b>	<b>F</b>

## **6 – TRAINING AND STAFFING FOR HELP DESK AND PRODUCTION SUPPORT.**

<b>Training and Staffing Plan</b>			
<i>Provide the status of the implementation of a training and staffing plan for PALM help desk and production support utilizing current help desk and FLAIR resources and identify the status of each item listed (Completed, In Progress, Future).</i>			Required for R&C Category <span style="border: 1px solid black; padding: 2px;">2 3 4</span>
Task Name	Due Date	Actual Finish Date <i>(completed)</i>	Status <i>(C=Completed IP= In Progress F=Future)</i>
Q3 Update to the Training Plan	<b>3/31/2023</b>	<b>03/31/2023</b>	<b>C</b>
Q3 Update to the Staffing Plan	<b>3/31/2023</b>	<b>03/31/2023</b>	<b>C</b>
Q4 Update to the Training Plan	<b>6/30/2023</b>	<b>N/A</b>	<b>F</b>
Q4 Update to the Staffing Plan	<b>6/30/2023</b>	<b>N/A</b>	<b>F</b>

## **7 – SYSTEM INTERFACE AND AGENCY APPLICATION REMEDIATION**

See the Florida PALM Agency Status Report for March 2023 for an update on the progress and cost of each system interface and agency application remediation task, as provided by agencies, required for deployment of Florida PALM functionality.