

Report Title: IT Strategic Plan Summary

Agency: 151 Department of Accounts

Current Operational IT Investments

In this section, describe the high-level strategy the agency will use to manage existing operational IT investments over the next year to 5 years. This section should align with identified Business Requirements for Existing Technology (BReTs). At minimum, please address the following questions in your description of your agency's strategy for managing existing operational IT investments:

Are there existing IT investments that will require additional funding over the next year to 5 years, such as license renewals, re-competition of current IT contracts, or system enhancements required by the Agency Strategic Plan?

If there are systems that will no longer support the agency's business needs, either through poor performance or excessive cost, how does IT leadership in the agency plan to address the issues?

If the agency does not have the staff or funding to meet increasing demand for IT services, how will IT leadership fulfill the requests?

Agency Mission

Provide a uniform system of accounting, financial reporting, and internal control adequate to protect and account for the Commonwealth's financial resources while supporting and enhancing the recognition of Virginia as the best managed state in the nation.

Agency Vision

To be nationally recognized for accounting and financial reporting excellence; to enhance the reputation of Virginia as the best managed state in the union; to showcase Department of Accounts (DOA) employees as statewide and national leaders in the financial accounting and reporting arena; maintain financial accounting, payroll, and fixed asset systems that support the needs of the Commonwealth; and to treat employees and customers with fairness and respect.

DOA's IT investment strategy comprises the following tenets:

- o Deliver best of class enterprise systems in finance, reporting, and payroll leveraging the Cardinal ERP platform
- o Augment agency-specific needs using web technologies on modern platforms
- o Prioritize Information Security in all phases of technology delivery
- o Deliver innovative technologies using cloud solutions and virtualization
- o Retire all investments utilizing mainframe technologies

The agency's portfolio of enterprise systems is:

Cardinal

On July 1, 2016, Cardinal became the Commonwealth's source system of record for financial accounting replacing the legacy Commonwealth Accounting and Reporting System (CARS) mainframe system. The Cardinal System provides the Commonwealth with a modern ERP (Enterprise Resource Planning) financial management system that offers

:

- o Robust financial management processes
- o Improved data capture
- o Powerful financial and operational reporting capabilities
- o Software that is supported by the vendor community

- o Integration with other key systems for end-to-end business processing
- o Infrastructure that is more easily upgraded
- o An ERP (enterprise resource planning) system based on industry best practices
- o A reduction in the risks associated with dated and unsupported financial management systems
- o Standardization of some routine business processes
- o Conformity with regulatory (financial, technical, governmental) standards
- o Greater utility for a wider range of users

These features make Cardinal a system that offers improved functionality to both agencies and end users at all levels, while providing a platform that can address the business and process needs of the Commonwealth for years to come.

Commonwealth Integrated Payroll Personnel System (CIPPS)

The Commonwealths centralized payroll system, known as CIPPS, was implemented in the mid-1980s. It is a purchased software package supported by Infor Global Solutions (formerly McCormack and Dodge, Dun and Bradstreet, and GEAC). The application runs on the IBM mainframe and supporting programs are largely written in an outdated version of COBOL (COMmon Business-Oriented Language). Infor announced limited technical support for the current system through May 31, 2018. Technical support is needed to obtain software updates for federal/state tax rate and rule changes. DOA has been able to extend Infor technical support until the implementation of the Cardinal HCM project.

Fixed Asset Accounting System (FAACS)

The Commonwealths Fixed Asset Accounting System (FAACS) was designated to be replaced with the DGS COVA TRAX system as part of the Secretariat mandate. This initiative has been put on indefinite hold. FAACS comprises a web-front end for agency input and a mainframe component that performs the financial processing. DOA staff have begun an internal project to migrate the FAACS mainframe batch processing to the FAACS/web application.

Web Applications

DOAs web application portfolio augments functionality provided by the enterprise systems and includes financial certification, vendor registration, fixed asset inventory, lease accounting, access to paystubs/W2, electronic remittance, prompt pay, charge card administration, payroll audit, and accounts receivables.

Agency Intranet

DOA has implemented an Agency Intranet to improve communications, notifications, and to make agency resources and information easily available to all staff.

Factors Impacting the Current IT

In this section, the agency will describe the changes in their business environment that will require or mandate changes to the agencies current IT investments. These are requirements and mandates from external sources, such as other agencies or business partners, the agencies customer base, product and service providers, or new federal or state legislation or regulations. The agency must identify the business value of the change, any important deadlines that must be met, and the consequences if the deadlines are not met. In your discussion, be sure to note whether the proposed enhancements are funded or not. If the agencies existing current IT investments will not need enhancement due to requirements or mandates from external sources in the foreseeable future, the agency should enter the following text rather than leave the Factors Impacting the Current IT section blank

For each mandated change, summarize your agencies response from your Agency Strategic Plan, and is it the opinion of agency IT leadership that the IT portion of the response is adequately

funded?

Do the mandated changes effect IT in other Commonwealth agencies, or in other states? If so, how?

Use of Contingent Workers

DOA will continue to staff operational support and project delivery of Cardinal through its statements of work with Accenture. In addition, staff augmentation contractors (ie, contingent workers) are used to supplement staffing required for production support and project delivery. DOA uses a methodical approach to staffing this complex enterprise program. Classified employees are sought for lead positions in all business and technical functions. Challenges often arise due to availability of in-demand PeopleSoft skills. Changes to contingent worker contracts and requirements could severely impact the operational integrity of Cardinal and the delivery of Cardinal projects, such as the Payroll implementation, and would require increases in funding to source more work to contracts and additional MEL to acquire resources that can fill some Cardinal support functions.

Transition to the New IT Outsourcing Contracts

With the termination of VITAs IT outsourcing contract with Northrop Grumman and the migration to a multi-sourcing services delivery model, there is a need for the agency to support transition. The effort to support a move to the new vendors and the transition of all data center services off premises will require significant agency engagement. Funding must account for project management and additional technical staff to support these large scale changes. Until the contracts are awarded and plans are communicated, impact assessment and funding needs cannot be projected. As a result of contract award and transition challenges, some rates may increase.

Successful transition planning to the new IT outsourcing contracts needs to include virtualizing physical servers or migrating to cloud-based services:

- o DOAs web applications are hosted on virtual platforms; its databases and document management system reside on physical servers. With sufficient VM resourcing, all physical servers could be moved to virtual services.
- o DOAs mainframe applications are transitioning to the Cardinal or the web application platforms. DOA will be off the mainframe when the Cardinal HCM project is implemented.
- o The Cardinal platform is hosted on physical servers due to licensing and support limitations . Cardinal plans to move its BI and Financials & HCM platform to cloud-based infrastructure services to enable use of specialized systems that deliver high performance in compute and storage for Oracle database systems.

Succession Planning

As DOA sunsets its 30+ year old mainframe applications, there is risk that the small staff supporting these systems may leave or retire prior to full migration. Reduced staffing levels at DOA creates significant threats to the continuity of IT service provided for the DOA mainframe and web systems. These threats include: 1) limited capacity for cross-training to build staff resource backup capacity, 2) fewer options to ensure continuity of service due to normal attrition, 3) majority of staff are eligible for retirement in the FY18-20 biennium. DOA is developing a staffing plan to ensure services are properly supported through the implementation of the Cardinal HCM project.

FAACS and LAS Replacement – COVA TRAX (On Hold)

The Fixed Asset Accounting System (FAACS) and Lease Accounting System (LAS) were slated to be migrated to the DGS COVA TRAX platform. These projects is now on-hold. FAACS and the Treasurys VAP system were targeted for project completion in 2018. The LAS system was slated for migration in the next in 2019 target production date in 2019.

Proposed IT Solutions

In this section, describe the high-level strategy the agency will use to initiate new IT investments over the next year to 5 years in support of the agency strategic objectives documented in your Agency Strategic Plan. The agency does not need to consider specific technologies at this time, however, the strategy should identify how the IT implementation will provide business value to the organization. This section should align with identified Business Requirements for New Technology (BRnTs). At minimum, please address the following questions in your description of your agency's strategy for initiating new IT investments:

What are the most important solutions, based on the priority assigned to the requirements by the business sponsors in your agency, and what is the approach to achieving these priority solutions?

If any new IT initiatives will be started in the upcoming budget biennium, is it the opinion of agency IT leadership that it is adequately funded?

Does the agency's current IT staff have the appropriate skill set needed to support future agency technologies? If not, what skill sets need to be acquired?

If the agency will be engaged in multiple new IT initiatives, how will agency IT staff and agency subject matter experts be used across the initiatives?

Statewide HCM Implementation

DOA initiated a project to replace the 30+ year old mainframe CIPPS application with the necessary PeopleSoft HCM modules. A planning phase was conducted beginning in March 2015 to define requirements, conduct a fit-gap assessment using the PeopleSoft HCM software, and estimate the implementation scope - cost, schedule and resources required to implement a modern payroll system and supporting business processes for the Commonwealth. The Cardinal Payroll Project began June 2016 and was to be completed in October 2018. In April 2018, the Cardinal Payroll project was tasked to include a full HR and Benefits module replacing the Commonwealth's PMIS and BES systems. A new effort to perform the analysis and planning began in July 2018 and will conclude in April 2019. At that time, the schedule for the Cardinal HCM project will be available. The HCM project encompasses Payroll, Time & Labor, Absence Management, HR, Benefits, and Employee Self Service.

Cardinal is the Commonwealth's Enterprise Resource Planning (ERP) system for administrative systems. It is built on Oracle's PeopleSoft software platform. Cardinal has implemented 14 Financial and 3 HCM modules providing the Commonwealth's Statewide Financial System and supporting the specific needs of the Virginia Department of Transportation.

Cardinal Outsourcing Agreement

The Cardinal Accenture Outsourcing agreement will end in 2022. DOA will proceed with an RFP for consulting services to build upon the successes to date.

Cardinal Inventory Module – VDOT WebIMS Replacement

This project is driven by the need to replace the VDOT WebIMS application with the PeopleSoft Inventory Module. The project will comprise integrating the inventory function at VDOT with the Cardinal system, by implementing the PeopleSoft Inventory module. WebIMS is reaching the end of its productive life; Microsoft Corporation ended support for Active Server Pages software in 2008. It is no longer possible to make changes to certain sections of the WebIMS application. WebIMS is tightly integrated into Cardinal and is the only viable solution for replacement. It is the desire of the Cardinal program to implement the Inventory module to allow for enterprise use if possible.

Cardinal Financials Expansion

The Cardinal program has received feedback from agencies desiring an expansion of the Financials functionality to include Projects, Billing and full Accounts Receivable for enterprise use. Expanding the enterprise Financials modules would aid agencies that are interested in retiring their financial systems.

Fixed Asset Accounting System (FAACS)

The Commonwealths Fixed Asset Accounting System (FAACS) was designated to be replaced with the DGS COVA TRAX system as part of the Secretariat mandate. This initiative has been put on indefinite hold. FAACS comprises a web-front end for agency input and a mainframe component that performs the financial processing. The Department of Accounts is pursuing an in-house project to migrate the FAACS back-end mainframe processing to the FAACS/web on-line system. This project is targeted for completion by FY19.

Lease Accounting System (LAS)

New lease reporting standards (GASB No. 87) will be effective for the Commonwealth in FY 2021. This new statement is making comprehensive changes to the way leases are reported, and it eliminates the current four tests used for capital leases. The existing system will need to be in place for the leases reported as of June 30, 2020, and the new system will need to be in place by July 1, 2019 for business analysis. The replacement LAS system will need to be ready for production as soon as LAS is opened for FY 2021.

Document Management and Collaboration

SharePoint is used by the Cardinal Program for all project documentation (Accenture hosted) and for the Change Leadership network (VITA hosted). DOA is expanding the use of SharePoint within the agency for shared documentation. DOA is looking to replace its document archiving solution for a modern, cloud-based system that allows for migration of a large store of paper documents to be scanned in and easily searched and retrieved. In addition, DOA may elect to migrate the Accenture hosted SharePoint sites to a VITA hosted solution.

Agency and Enterprise Governance

DOA is seeking to integrate and build upon the robust project management delivered in the Cardinal Program. Implementing an agency-wide portfolio and project management system will automate legacy paper processes, provide a consistent criteria for evaluating new projects, capture Total Cost of Ownership, align resources with highest agency priority and will provide the foundation for enterprise governance. DOA has implemented an on-line Request Tracking System and will build on this platform for portfolio management

Report Title: Strategic Plan

Agency: Department of Accounts

Current IT Services

Category	Costs Year 1		Costs Year 2	
	GF	NGF	GF	NGF
Projected Service Fees	\$1,380,000	\$7,300,000	\$1,112,250	\$7,665,000
VITA Infrastructure Changes	\$0	\$0	\$0	\$0
Estimated VITA Infrastructure	\$1,380,000	\$7,300,000	\$1,112,250	\$7,665,000
Specialized Infrastructure	\$0	\$0	\$0	\$0
Agency IT Staff	\$1,520,400	\$664,650	\$1,596,420	\$697,883
Non-agency IT Staff	\$154,456	\$2,213,950	\$0	\$2,324,647
Cloud Computing Service	\$0	\$143,000	\$0	\$150,150
Other Application Costs	\$244,473	\$0	\$224,339	\$0
Total	\$3,299,329	\$10,321,600	\$2,933,009	\$10,837,680

Proposed IT Investments

Category	Costs Year 1		Costs Year 2	
	GF	NGF	GF	NGF
Major IT Projects	\$0	\$13,517,323	\$0	\$0
Non-Major IT Projects	\$0	\$0	\$0	\$0
Agency-Level IT Projects	\$0	\$0	\$0	\$0
Major Stand Alone IT Procurements	\$0	\$4,788,108	\$0	\$0
Non-Major Stand Alone IT Procurements	\$0	\$0	\$0	\$0
Agency-Level Stand Alone IT Procurements	\$0	\$0	\$0	\$0
Procurement Adjustment for Staffing	\$0	\$0	\$0	\$0
Total	\$0	\$18,305,431	\$0	\$0

Projected Total IT Budget

Category	Costs Year 1		Costs Year 2		Total Costs
	GF	NGF	GF	NGF	
Current IT Services	\$3,299,329	\$10,321,600	\$2,933,009	\$10,837,680	\$27,391,618
Proposed IT Investments	\$0	\$18,305,431	\$0	\$0	\$18,305,431
Total	\$3,299,329	\$28,627,031	\$2,933,009	\$10,837,680	\$45,697,049

Report Title: Business Requirements For Technology

Agency: Department of Accounts (DOA)

BReT End of Life 2008 Server DOA**BRT Type:** Business Requirement for Existing Technology**Date Submitted:** 8/30/2017**Mandate:****Mission Critical:****Description:**

Agency will create a mitigation plan to address End of Life 2008 servers.

BRT - CIPPS Replacement**BRT Type:** Business Requirement for New Technology**Date Submitted:** 10/1/2014**Mandate:** Yes**Mission Critical:** Yes**Description:**

Replace CIPPS - vendor maintenance to end May of 2018.

Cardinal Post Production Support (BReT)**BRT Type:** Business Requirement for Existing Technology**Date Submitted:** 8/17/2016**Mandate:** No**Mission Critical:** Yes**Description:**

This SOW includes the operation, maintenance and enhancement services to support the product of the Cardinal Part 1, Part 2, and Part 3 Projects as well as any enhancements made under the scope of SOW 3, SOW 7, and SOW 11 and therefore will consist of the operation, maintenance and potential enhancements of the following modules delivered by Oracle:

- Part 1 – PeopleSoft
 - o General Ledger
 - o Accounts Payable
 - o Expenses
 - o Accounts Receivable
 - o Billing
 - o Purchasing
 - o eProcurement
 - o Strategic Sourcing
 - o Project Costing
 - o Contracts

- o Human Resources (limited functionality)
- o Time and Labor
- o Payroll for North America (limited functionality)
- o Absence Management
 - Part 2 and 3 – PeopleSoft
- o General Ledger
- o Accounts Payable
- o Expenses
- o Accounts Receivable (Funds Receipt)
 - Business Intelligence – Oracle Business Intelligence Applications
- o Analysis areas for General Ledger (Financial Analytics - GL Budget & Expenses and GL Detail Transactions)
- o Analysis areas for Accounts Payable, Accounts Receivables and Expenses (Financial Analytics - AP Overview, AP Transactions, AR Overview, AR Transactions and Employee Expenses - Overview and a custom subject area for AR Deposits)
- o Analysis areas for Purchase Orders, Invoicing and Project Billing (Procurement & Spend Analytics - Invoice Lines and Purchase Orders and a custom subject area for Project Billing)

DOA Expansion of Workforce Collaboration - BReT

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	8/16/2016
Mandate:	No
Mission Critical:	No

Description:
 Expand the use of workplace collaboration technologies, such as SharePoint or Google Docs, to provide improved project management, business search, document management, and agency communications.

DOA Infrastructure Services Transition BReT

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	9/15/2016
Mandate:	No
Mission Critical:	Yes

Description:
 The Commonwealth is transitioning to a multi-supplier model for IT Infrastructure. This BRT outlines the infrastructure an agency will need to plan and test in support of the transition. Messaging BReT: VITA is initiating disentanglement from NG messaging services in 2017. Messaging Services for email, enterprise collaboration services, and mobile device management are required for 315 users/accounts in the agency. DOA has 19 applications that have hooks into messaging services which will need to be tested. DOA uses Workplace Collaboration Services (VITA provided SharePoint) for the Cardinal Change Network comprising over 500 users. DOA has 10 applications serviced via AirWatch which may need remediation. Server/storage (including housing of equipment) BReT: VITA is initiating disentanglement from NG servers and storage. DOA will have 83 servers (including DR) which will need to be migrated and tested during this transition. Twenty five (25) applications will be affected by this move and will need to be tested. Authentication/directory services BReT: DOA has applications which will need to be migrated and tested during the authentication/directory services transition. Number of users (internal and external) are 315 internal accounts and 505 external accounts. The external accounts will grow substantially with the

Cardinal Payroll project completed in October 2018. End user computing BRt : DOA will have 126 desktops and 187 number of laptops and 24 network printers which will need to be migrated. Data networks BRt : DOA has only one data network which is MPLS for two facilities, Monroe and Paragon. Voice Networks BRt: DOA has 260 other (non-UCaaS) phone lines which will need to be migrated. DOA will be interested in moving to VoIP under the new service vendor or ahead of time with a state contract. Cloud Computing BRt: DOA is investigating moving Cardinal to a suitable hosted platform to improve performance and virtualize in preparation for the transition to new services. DOA is investigating implementing a new portfolio management solution that is Software as a Service. This service would only be pursued if on state contract. DOA is using a cloud-based Identity and Access Management Solution for the Cardinal Payroll project. Security Services BRt: To meet Commonwealth Security requirements, DOA has engaged and will continue to engage VITA's Shared Security Services for IT System Audits. Internet Usage BRt: DOA projects that internet usage will increase by 10-20% due to additional external users accessing Cardinal Payroll in October 2018. A substantial increase in Internet usage will occur when Cardinal re-platforms to a cloud services to acquire specialized compute and storage capabilities.

DOA Staff Augmentation FY17 (BRnT)

BRT Type:	Business Requirement for New Technology
Date Submitted:	4/28/2016
Mandate:	No
Mission Critical:	Yes

Description:

This BRnT will result in a procurement to obtain the services of highly knowledgeable and skilled technology consultants to supplement current technology staff efforts. Contractors work on projects, operations and maintenance activities where additional personnel services are required, provide technical expertise that cannot be hired through the state personnel system due to lack of new FTE positions, and provide supplemental staff coverage for FTEs that may be distributed to other critical areas within the agency.

DOA Staff Augmentation FY18 (BRnT)

BRT Type:	Business Requirement for New Technology
Date Submitted:	5/23/2017
Mandate:	No
Mission Critical:	Yes

Description:

This BRnT will result in a procurement to obtain the services of highly knowledgeable and skilled technology consultants to supplement current technology staff efforts. Contractors work on projects, operations and maintenance activities where additional personnel services are required, provide technical expertise that cannot be hired through the state personnel system due to lack of new FTE positions, provide supplemental staff coverage for FTEs that may be distributed to other critical areas within the agency, and the ability to attract high demand skill sets.

DOA Staff Augmentation FY19 (BRnT)

BRT Type:	Business Requirement for New Technology
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Date Submitted:	4/5/2018
Mandate:	No
Mission Critical:	Yes
Description:	
This BRnT will result in a procurement to obtain the services of highly knowledgeable and skilled technology consultants to supplement current technology staff efforts. Contractors work on projects, operations and maintenance activities where additional personnel services are required, provide technical expertise that cannot be hired through the state personnel system due to lack of new FTE positions, provide supplemental staff coverage for FTEs that may be distributed to other critical areas within the agency, and the ability to attract high demand skill sets.	
FAACS Migrating to DGS COVA TRAX	
BRT Type:	Business Requirement for Existing Technology
Date Submitted:	11/15/2016
Mandate:	Yes
Mission Critical:	Yes
Description:	
DGS has initiated a project to migrate DOA's FAACS system and Treasury's VAP system to COVA TRAX.	
Infor Maintenance and Support Agreement BRnT	
BRT Type:	Business Requirement for Existing Technology
Date Submitted:	11/1/2016
Mandate:	No
Mission Critical:	Yes
Description:	
The Commonwealth's legacy payroll system, CIPPS, is an implementation of the Infor HCM M-Series Personnel/Payroll MVS/VSAM product. DOA pays VITA for annual Infor Maintenance and Support. The maintenance and support agreement covers critical tax and regulatory support.	
LAS Migrating to DGS COVA TRAX	
BRT Type:	Business Requirement for Existing Technology
Date Submitted:	11/15/2016
Mandate:	Yes
Mission Critical:	Yes
Description:	
DGS plans to initiate a project to migrate DOA's Lease Application System (LAS) to COVA TRAX by 2019.	

Overall Risk Program	
BRT Type:	Business Requirement for Existing Technology
Date Submitted:	11/15/2016
Mandate:	
Mission Critical:	
Description:	
The agency has a business need to address the Overall Risk Program ORI.	
Portfolio and Project Management System	
BRT Type:	Business Requirement for New Technology
Date Submitted:	11/15/2016
Mandate:	No
Mission Critical:	No
Description:	
DOA plans to implement an agency wide portfolio and project management system that will automate legacy paper processes, provide a consistent criteria for evaluating new projects, capture Total Cost of Ownership, align resources with highest agency priority and will provide the foundation for enterprise governance	

Report Title: Appendix A 18 - 20 Report

Agency: Department of Accounts (DOA)

Agency Head Approval:

No

Budget Category: Major Projects				
Cardinal Payroll				
Appropriation Act/Funding Status				
Project Initiation Approval - Not Funded				
<p>Cardinal will replace the antiquated, mainframe CIPPS application with the necessary PeopleSoft HCM modules. PeopleSoft v9.2 modules that will be implemented are Payroll for North America, Time and Attendance, Absence Management and HR (limited) and Base Benefits (limited) to support payroll business processes. A planning phase was conducted beginning in March 2015 to define requirements, conduct a fit-gap assessment using the PeopleSoft HCM software, and estimate the implementation scope - cost, schedule and resources required to implement a modern payroll system and supporting business processes for the Commonwealth.</p> <p>The project will have full analyze, design, build, test and deploy phases of work. There will be comprehensive change management program in place to address the business process and interface impacts facing the agencies. The software will be deployed in two releases, where Release 1 will be rolled out to ~25% of the user base and Release 2 will be the remaining users.</p> <p>The new payroll system will be supported by the existing hardware and supporting infrastructure that Cardinal Financials resides on. These components will have been updated to current versions by March 2017, so no new procurements are required as a result of the payroll project.</p>				
Planned project start date:	8/23/2016	Planned project end date:	6/5/2019	
PPEA Involvement:	No			
Estimated Costs:	Total	General Fund	Nongeneral Fund	
Project Cost (estimate at completion):	\$43,000,000			
Estimated project expenditures first year of biennium:	\$13,517,323	\$0	\$13,517,323	
Estimated project expenditures second year of biennium:	\$0	\$0	\$0	
Service Area		Weight		
There are no service areas for this project.				
Project Related Procurements				
CIPPS Replacement (Planning SOW)				
Procurement Description:	Cardinal will replace the antiquated, mainframe CIPPS application with the necessary PeopleSoft HCM modules. A planning phase will be conducted			

	<p>beginning in May 2015 to define requirements, conduct a fit-gap assessment using the PeopleSoft HCM software, and estimate the implementation scope - cost, schedule and resources required to implement a modern payroll system for the Commonwealth.</p> <p>The scope of this planning will include Time & Labor and Leave processes in addition to Payroll processes. These processes are all currently in scope to CIPPS but were not originally planning to be in scope to the replacement system because it was expected they would be handled by other Commonwealth systems. Concern has been raised by the APA that other systems may not be robust enough to ensure the Commonwealth accurate financial reporting of Leave balances, so these functions are not in-scope to the CIPPS replacement project.</p> <p>Additionally, this effort will include a Conference Room Pilot where end users from DOA's Payroll section and agency payroll staff will participate in workshops to validate that the proposed Solution meets the majority of the business requirements for Payroll, Time and Attendance and Leave accounting.</p> <p>All the General Funds required for this phase of the project have been appropriated.</p>
Planned Delivery Date:	5/15/2015
Cardinal Payroll (Procurement)	
Procurement Description:	<p>Cardinal will replace the antiquated, mainframe CIPPS application with the necessary PeopleSoft HCM modules. PeopleSoft v9.2 modules that will be implemented are Payroll for North America, Time and Attendance, Absence Management and HR (limited) and Base Benefits (limited) to support payroll business processes. A planning phase was conducted beginning in March 2015 to define requirements, conduct a fit-gap assessment using the PeopleSoft HCM software, and estimate the implementation scope - cost, schedule and resources required to implement a modern payroll system and supporting business processes for the Commonwealth.</p> <p>The project will have full analyze, design, build, test and deploy phases of work. There will be comprehensive change management program in place to address the business process and interface impacts facing the agencies. The software will be deployed in two releases, where Release 1 will be rolled out to ~25% of the user base and Release 2 will be the remaining users.</p> <p>The new payroll system will be supported by the existing hardware and supporting infrastructure that Cardinal Financials resides on. These components will have been updated to current versions by March 2017, so no new procurements are required as a result of the payroll project.</p>
Planned Delivery Date:	8/15/2016
DOA Staff Augmentation FY18	
Procurement Description:	<p>This procurement is to obtain the services of highly knowledgeable and skilled technology consultants to supplement current technology staff efforts. Contractors work on projects, operations and maintenance activities where additional personnel services are required, provide technical expertise that cannot be hired through the state personnel system due to lack of new FTE positions, and provide supplemental staff coverage for FTEs that may be distributed to other critical areas within the agency, and the ability to attract high demand skill sets.</p>
Planned Delivery Date:	7/1/2017

DOA Staff Augmentation FY19

Procurement Description:	This procurement is to obtain the services of highly knowledgeable and skilled technology consultants to supplement current technology staff efforts. Contractors work on projects, operations and maintenance activities where additional personnel services are required, provide technical expertise that cannot be hired through the state personnel system due to lack of new FTE positions, and provide supplemental staff coverage for FTEs that may be distributed to other critical areas within the agency, and the ability to attract high demand skill sets.
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Planned Delivery Date:	7/1/2018		
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Report Title: Appendix A 18 - 20 Report

Agency: Department of Accounts (DOA)

Agency Head Approval:

No

Stand Alone Major Procurements

Procurement Name:	Cardinal Post Production Support (Procurement)		
Procurement Description:	<p>This SOW includes the operation, maintenance and enhancement services to support the product of the Cardinal Part 1, Part 2, and Part 3 Projects as well as any enhancements made under the scope of SOW 3, SOW 7, and SOW 11 and therefore will consist of the operation, maintenance and potential enhancements of the following modules delivered by Oracle:</p> <ul style="list-style-type: none"> · Part 1 – PeopleSoft <ul style="list-style-type: none"> o General Ledger o Accounts Payable o Expenses o Accounts Receivable o Billing o Purchasing o eProcurement o Strategic Sourcing o Project Costing o Contracts o Human Resources (limited functionality) o Time and Labor o Payroll for North America (limited functionality) o Absence Management · Part 2 and 3 – PeopleSoft <ul style="list-style-type: none"> o General Ledger o Accounts Payable o Expenses o Accounts Receivable (Funds Receipt) · Business Intelligence – Oracle Business Intelligence Applications <ul style="list-style-type: none"> o Analysis areas for General Ledger (Financial Analytics - GL Budget & Expenses and GL Detail Transactions) o Analysis areas for Accounts Payable, Accounts Receivables and Expenses (Financial Analytics - AP Overview, AP Transactions, AR Overview, AR Transactions and Employee Expenses - Overview and a custom subject area for AR Deposits) o Analysis areas for Purchase Orders, Invoicing and Project Billing (Procurement & Spend Analytics - Invoice Lines and Purchase Orders and a custom subject area for Project Billing) 		
Procurement Planned Start Date		Procurement Planned Completion Date	10/1/2016
		Appropriation Act Status	
Service Area			Weight
There are no service areas for this project.			
Procurement Name:	DOA Staff Augmentation FY17		
Procurement Description:	This procurement is to obtain the services of highly knowledgeable and		

	skilled technology consultants to supplement current technology staff efforts. Contractors work on projects, operations and maintenance activities where additional personnel services are required, provide technical expertise that cannot be hired through the state personnel system due to lack of new FTE positions, and provide supplemental staff coverage for FTEs that may be distributed to other critical areas within the agency.		
Procurement Planned Start Date		Procurement Planned Completion Date	7/1/2016
		Appropriation Act Status	
Service Area			Weight
There are no service areas for this project.			

Stand Alone Non-Major Procurements

Procurement Name:	Infor Maintenance and Support Agreement		
Procurement Description:	The Commonwealth's legacy payroll system, CIPPS, is an implementation of the Infor HCM M-Series Personnel/Payroll MVS/VSAM product. DOA pays VITA for annual Infor Maintenance and Support. The maintenance and support agreement covers critical tax and regulatory support.		
Procurement Planned Start Date		Procurement Planned Completion Date	11/14/2016
		Appropriation Act Status	
Service Area			Weight
There are no service areas for this project.			