

- DRAFT -
Virginia Enterprise Applications Program
Solutions Status Update

April 18, 2007

Peggy A. Feldmann
Project Director (Interim)

Virginia Enterprise Applications Program

- Permanent Project Director
 - Peggy Feldmann on board March
 - Seeking ITIB approval of qualifications
- Software RFP
 - Released March 9th
 - Pre-proposal conference March 21st
 - Proposals due April 9th
- Independent Verification and Validation
 - North Highland selected
 - Initial detailed review in process
 - 8 week rolling cycle for reporting

Virginia Enterprise Applications Program

- Future State Business Process (FSBP)
 - Updated Future States (Targeted for March 15th)
 - VEAP Core Team concurrence
 - Business Process Threads
 - Thread details
 - Functional requirements
 - Business Processing Reengineering (BPR) Candidates
 - Issue Papers
 - FSBP Workshops (April and May)
 - Sample of Phase I agencies
 - Confirm business process threads, details, unique requirements
 - Validate BPR candidates
 - Discuss organizational impacts
 - Confirm communication themes
 - Phase II agency workshops in May/June

Virginia Enterprise Applications Program

- On Time
 - Future State milestones have been met
 - RFP is on schedule
 - Targeted to wrap up Planning in September
- On Budget
 - Currently tracking to budget
 - Seeking release of FY08 Appropriation \$5.5m

Virginia Enterprise Applications Program

Planning and Software Selection Budget

	Phase I Planning Budget	Actual (02/28/07)	Remaining Budget
Personnel	1,304,052	95,088	1,208,964
<i>EA Project Management Office</i>	315,088	95,088	220,000
<i>CoVA Project Team</i>	988,964	0	988,964
Office Space	45,801	0	45,801
Operational Costs	13,991	5,991	8,000
Other	6,768	2,768	4,000
Contracts	9,602,370	1,487,474	8,114,896
<i>CGI Fixed Fee</i>	1,200,000	1,000,000	200,000
<i>CGI T&M</i>	6,925,828	385,811	6,540,017
<i>Planning Support</i>	46,561	46,561	0
<i>Executive Recruiter</i>	55,102	55,102	0
<i>Change Management</i>	54,000	0	54,000
<i>RFP Requirements Development</i>	65,000	0	65,000
<i>RFP Negotiations Support</i>	80,000	0	80,000
<i>Program Office</i>	988,400	0	988,400
<i>Procurement Assessment</i>	67,479	0	67,479
<i>Best Practice Library</i>	20,000	0	20,000
<i>Independent Verification & Validation</i>	100,000	0	100,000
Office Supplies	20,435	435	20,000
Travel/Business Meals	6,584	2,584	4,000
Total:	11,000,000	1,594,340	9,405,660

Virginia Enterprise Applications Program

CGI Costs by Deliverable – Statement of Work 8

Task Name	Start	End	Estimated Hours	Estimated Costs
Project Management			4,698	1,055,036
Project Governance				
Project Plan Document			N/A	100,000
Project Management Approach & Execution Document			N/A	50,000
Issue Management Execution Procedures			N/A	25,000
Risk Management Execution Procedures			N/A	25,000
Ongoing Project Management	1/1/07	9/30/07	4,698	855,036
Financial Management and Performance Budgeting Future State Environment Definitions			14,794	3,688,988
Future State Environment Approach Document	1/2/07	1/30/07	352	60,544
Draft Future State Definition			N/A	1,000,000
Updated Future State Definition with Core Team Input	1/2/07	3/31/07	5,220	950,040
Updated Future State Definition with Workshop Input	4/1/07	5/31/07	4,350	791,700
Publish Final Future State Definition	6/1/07	6/30/07	1,044	190,008
Conduct Fit / Gap Analysis	7/1/07	8/31/07	3,828	696,696
Technical Architecture			7,917	1,440,894
Technical Architecture Approach	2/1/07	8/31/07	1,218	221,676
Interfaces Approach and Requirements	2/1/07	8/31/07	2,436	443,352
Conversion Approach and Requirements	2/1/07	8/31/07	2,436	443,352
Reporting Approach and Analysis	2/1/07	8/31/07	1,827	332,514
Organization Design & Change Management (ODCM)			3,654	656,676
Change Management and Communication Management Plan and Execution Procedures	3/1/07	9/30/07	2,610	475,020
Training Approach	5/1/07	8/31/07	1,044	181,656
Document General Design and Final Implementation Plan			7,135	1,298,545
General Design Approach Document	7/1/07	9/30/07	352	64,064
General Design of Additional Components (e.g. workflow, security, etc.)	5/1/07	8/31/07	1,408	256,256
Testing Approach	6/1/07	8/31/07	522	95,004
Policy and Procedures Approach	6/1/07	8/31/07	522	95,004
FM & PB General Design Implementation Plan	6/1/07	9/30/07	4,331	788,217
Estimated Hours and Amount:			38,198	8,140,139

Discussion Points

- Project / Program Oversight
- Risks
 - (near term)
 - Planning is complete, validated, and estimated correctly
 - HW / SW costs exceed line of credit
 - (long term)
 - State's movement to change
 - “Out of Scope” agencies
- Program Management
 - Enterprise Applications, not just an ERP with 4 towers
 - Imaging, Data Storage, Business Intelligence, etc

Cost Recoveries

- Tax Management Agreement
 - Technology leave behind (Automated Case Management sub-system) requirements included in agreement
 - Tax and CGI analysts vetting requirements
- Cost Recovery
 - Initial meeting held Monday, 3/19
 - Maximus will request data from targeted opportunities and bring SMEs in May to meet with COVA for further analysis
 - Management Agreements will be drafted for vetted opportunities

Motion to Approve Director Qualifications

Consistent with Item 54.10 of Chapters 3 and 10, Acts of Assembly, 2006 Special Session I, I move that the Information Technology Investment Board certify that it has reviewed the qualifications of Ms. Peggy Feldmann as it regards the Governor's proposed appointment of her to serve as Director, Enterprise Applications Public-Private Partnership Project Office, and that the Board does herewith approve Ms. Feldmann's qualifications to serve in such capacity.

Motion to Delegate Funding Approval

Consistent with Item 54.10 of Chapters 3 and 10, Acts of Assembly, 2006 Special Session I, I move that the Information Technology Investment Board (ITIB) delegate to the chairman of the ITIB Finance and Audit Committee the authority and responsibility to approve budget actions and the release of funds for the Enterprise Applications Public-Private Partnership Project Office from any such amounts lawfully appropriated and deposited to the Virginia Technology Infrastructure Fund as established by § 2.2-2023, Code of Virginia.