



CORE.NV Project

June Status Report

July 9, 2024

CGI

Agenda



- Executive Summary
- June Project Deliverable Summary
- Critical Path Items on Watch
- CORE.NV Project Accomplishments



Executive Summary



CORE.NV			
Status Date	7/9/2024	Reporting Period	6/1/2024 – 6/30/2024
Overall Status		Go-live date 12/31/24 is on schedule.	
Schedule		Program Increment (PI) 2 is complete. Mitigating challenges with capacity on interfaces and reports.	
Resources		OPM actively pursuing additional resources for interfaces and reports.	
Scope		Change Request CR012 – P1B PI2 Completion Report Delivery Dates scope was approved.	
Risks		The teams are monitoring and mitigating multiple high-priority risks.	
Issues		Monitoring Advantage 2 stability.	
Budget		No change to planned budget.	



June Project Deliverable Status



Deliverable / Work Product	Status	Percent Complete	Invoice Period	Current Status
May Monthly Status Report #8	Delivered	100%	6/2024	✓ Approved
End-User Training Progress Report – May	Delivered	100%	6/2024	✓ Approved
P1A Training	Delivered	100%	6/2024	✓ Approved
P1B PI1 Completion Report	Delivered	100%	6/2024	✓ Approved
P1A PI2 Completion Report	Delivered	100%	6/2024	✓ Approved
End-User Training Progress Report – June	Delivered	100%	6/2024	✓ Approved
June Monthly Status Report #9	Delivered	100%	6/2024	✓ Approved
P1B PI2 Completion Report Snapshot	Delivered	100%	6/2024	✓ Approved



90-Day Look Ahead

Deliverables/Work Products/Milestones



July 2024

- None

August 2024

- July Monthly Status Report #10 submission – 8/2/2024
- PI3 Completion Report (Potential Name Change) – 8/27/2024
- P1A Training Support Month 1 – 8/30/2024

September 2024

- August Monthly Status Report #11 submission – 9/4/2024



Critical Path Items on Watch



- Prioritized Reports needed for go-live in January and capacity available to complete.
 - CGI and OPM technical team have agreement on interface prioritization and assignment
- Working with NDOT to address concerns raised related to:
 - Conversion of transactions and open items
 - Procurement processing
- Prepare for Achieve Phase
 - End to End UAT
 - Go-live Readiness Assessments

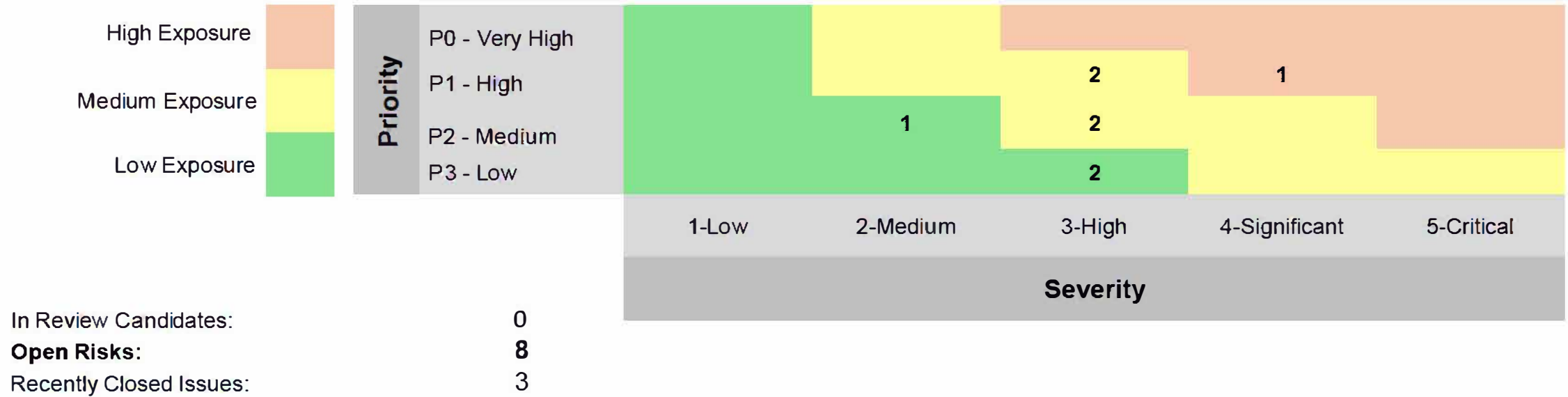


Risks



Project Risks are logged and maintained in [Jira](#). Map metrics are as of 7/09/2024.

Metrics and Heat Map



CORE.NV Project Accomplishments



- FIN Team completed the bulk of the stories in the General Accounting and Accounts Payable areas. We will be finishing up the configuration in PI3.
- SFTP set up and file transfer strategy [REDACTED] has been initiated.
- CORE.NV Tech Team prioritized list of interfaces and has identified a path to completion.
- HRM team has executed [REDACTED] changes on the [REDACTED]
[REDACTED] Title pages.





Questions?

CGI

Appendix – Supporting Artifacts

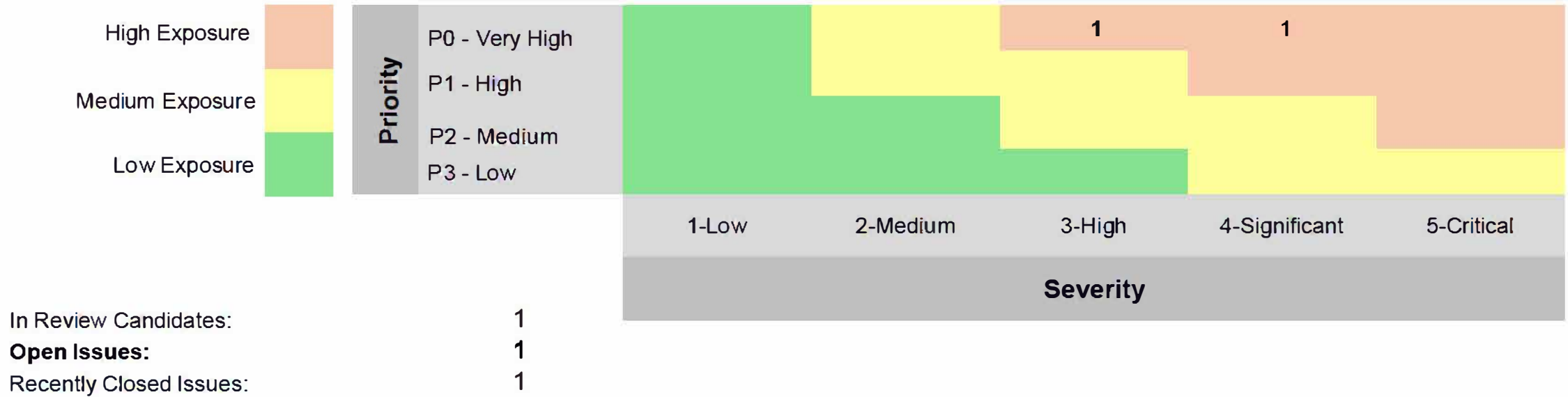
Timeline
June Workstream Summary
90 Day Look Ahead

Issues

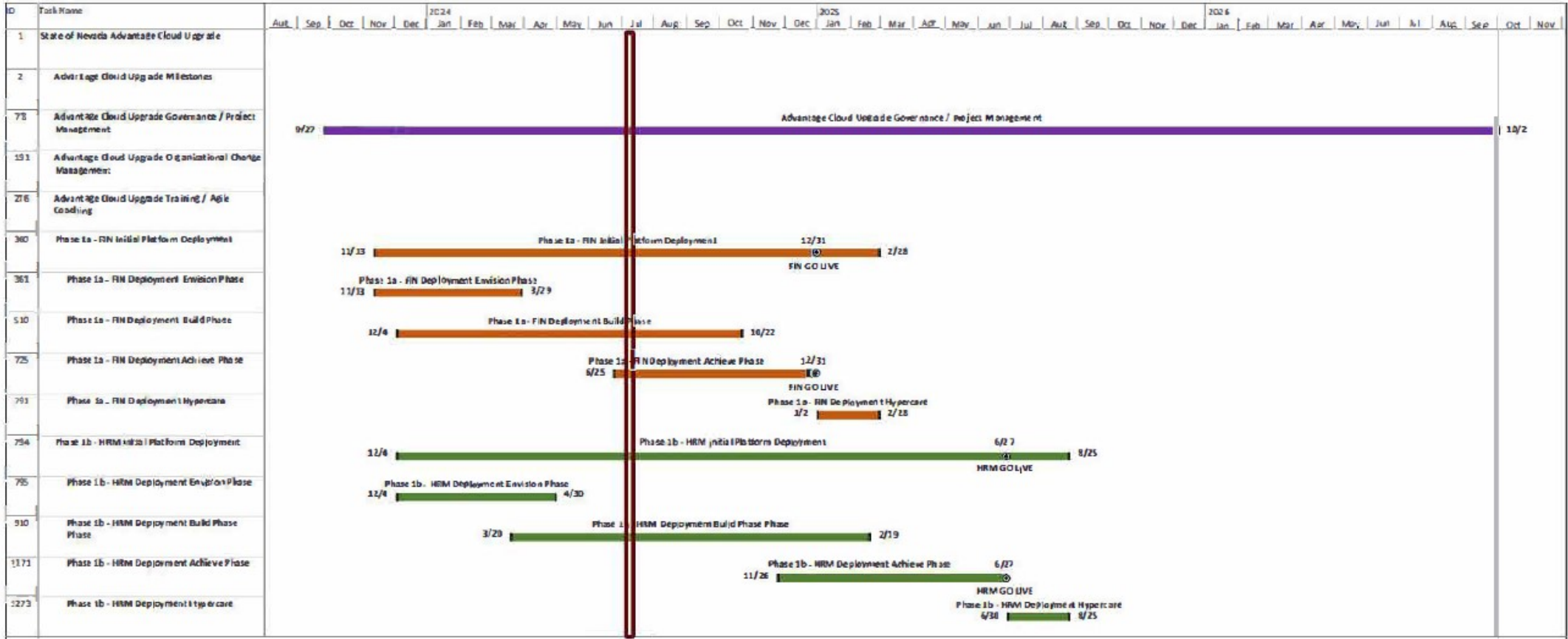


Project Issues are logged and maintained in [Jira](#). Map metrics are as of 7/09/2024.

Metrics and Heat Map



High Level Status



CGI Project Management Office



PMO Operations:

- CGI PMO onboarded and offboarded CGI project staff for the project:
 - Onboards (1)
 - Intern (1)
 - Offboards (1)
 - 1 FIN AP Lead
- We continue to collect fingerprinting documentation and background checks. Identification badges are in process for the newest onboards.

Scope Management:

- New Change Requests are in the process of development for July.

Schedule Management:

- The following Project deliverables scheduled for June were submitted to or approved by OPM:
 - P1A PI2 Completion Report – Approved 6/25/2024.
 - P1B PI2 Completion Report – Approved 6/24/2024.
 - May End-User Training Progress Report – Approved 6/19/2024.
 - May Monthly Status Report #8 – Approved 6/12/24.
 - June End-User Training Progress Report – Target submission 6/27/24.
 - June Monthly Status Report #9 – Target submission 6/28/24.



Organizational Change Management & Communication

In June, the OCM team continued implementing change management and communications activities. The OCM team:

- Socialized the process for submitting inputs to the OCM change impact assessment.
- Participated in multiple strategy sessions to develop a change readiness strategy for the first go-live event scheduled for Jan 2025.
- Participated in meetings with NDOT to discuss future Business Process Mapping (BPM) efforts.
- Began planning for the July Change Agent Network (CAN) session, along with drafting a monthly CAN update for participants.
- Crafted strategic communications memos, including:
 - A memo addressing Advantage 2.1 system incident and reinforcing SCO submission policy.
 - A resource call to DETR, OCIO, and NDOT Leadership and IT Managers for Interface Data resources.
 - A draft memo to Statewide leadership on the Advantage 2.1 sunset timeline and impact to leave requests (release in August).
- Drafted and published an updated FAQs section to the CORE.NV SharePoint site.



Organizational Change Management & Communication



- Created a Microlearning Library on SharePoint and began producing short videos on the following topics:
 - Budget Control (completed in May; posted to Library)
 - General Accounting Expense (in production)
 - Master Agreement (Parts 1 and 2) (in production)
- Validated the HRM Functional End-User list by agency (~3,900 functional end users).
- Updated all stakeholder lists and ensured accuracy.
- Compared functional end-user and IUAT attendance by agency to discover possibilities for future IUAT attendance.
- Created a wide selection of possible metrics for both the overall CORE.NV project and OCM. Selected the top 10 metrics for consideration by the project and OCM. Began to create a plan to execute OCM measurement strategy.



Training



In June, the Training team performed the following actions:

- Created a Microlearning Library on SharePoint and began producing short videos on the following topics:
 - Budget Control (completed in May; posted to Library)
 - General Accounting Expense (in production)
 - Master Agreement (Parts 1 and 2) (in production)
- Validated the HRM Functional End-User list by agency (~3,900 functional end users).
- Updated all stakeholder lists and ensured accuracy.
- Compared functional end-user and IUAT attendance by agency to discover possibilities for future IUAT attendance.
- Created a wide selection of possible metrics for both the overall CORE.NV project and OCM. Selected the top 10 metrics for consideration by the project and OCM. Began to create a plan to execute OCM measurement strategy.



Technical Advantage 4



CGI's technical workstream focused on the following activities for the month of June: FIN and HRM Conversion, FIN Interface requirement gathering, and FIN report requirement finalization. Other activities and involvements included:

- Participation in the PI-3 planning activities in the month of June.
- Executing the build phase in sprints as part of the PI. Daily Stand-up meetings, Backlog refinement, and Sprint Demos were conducted as part of the agile activities.
- Initial [REDACTED] discussions have been completed with the CGI cloud teams. The discussions with the OPM Security team on the strategy for user ids in Advantage4 will be held during the week of 8-July-2024
- SFTP set up and file transfer strategy [REDACTED] has been initiated.
- FIN - Conversion
 - The transactions to load vendor tables have been loaded and validated. The transactions to load vendor tables are scheduled for Sprint 3.2.
 - The conversion of open items has begun.
 - Initial analysis of the differences between SCO and NDOT data has been completed. Detailed analysis and merge stories are expected to be completed in July 2024.



Technical Advantage 4



- Contact Code, Auto Doc Numbering completed.
- COA data with latest crosswalks completed.
- FIN – Interfaces
 - ████████ BAI Files Interface Requirement finalized and documented.
 - ████████ ACH Files Interface Requirement finalized and documented.
 - ████████ Corporate Credit and Travel PVS Requirement finalized and documented.
- FIN – Reports
 - Budget Vs Actual Report Requirement finalized and documented.
 - Cash and Fund balance Requirement finalized and documented.
 - Check Register report Requirement finalized and documented.



Environments



The Product environment has been delivered to the project and we are preparing for performance testing and mock cutover activities.

- Environments:
- Container Deployment:
 - ██████████ – deployed to Non-Prod environments 6/10/2024.
 - ██████████ – deployed to Non-Prod environments 6/24/2024.
- Conversion and configuration data table migration:
 - Sprint 2.4 – completed 6/14/2024
 - Sprint 3.1 – scheduled 6/28/2024



Testing



IUAT for PI2 is in progress:

- Multiple IUAT Support touchpoints throughout the day, including (2) Office Hours sessions, daily IUAT Leads Status Mtg, and Teams Chats.
- [REDACTED]
- Very positive user feedback was received from the recent IUAT Survey.



APM (Agile Project Management)



In June, Agile Project Management (APM) successfully transitioned the ART from PI2 to PI3. This included facilitating the PI3 planning event, delivering key reports (P1A Completion, P1B Completion, and P1B PI2 Snapshot), providing ongoing support for smooth PI3 execution, and timely project delivery.

- PI3 Planning Event (6/5 – 6/6):
 - Facilitated the planning session for the entire ART, establishing goals and objectives for the upcoming PPI.
- PI2 Closure (6/10):
 - Facilitated a smooth handover from PI2 to PI3, ensuring continuity for the ART.
- Sprint 3.1 (6/11 – 6/24):
 - Provided continuous support to all teams during Sprint 3.1 and beyond, maintaining efficient execution and delivery.
- Project Deliverables on Track:
 - P1A PI2 Completion Report (FIN-PI2)
 - P1B PI1 Completion Report (HRM-PI2)
 - P1B PI2 Completion Report-Snapshot (HRM-PI3)



Financial (FIN) Advantage 4



Accomplishments in the month of June for the FIN-Configuration team include the continued configuration of core areas of Advantage Financial for Phase 1 go live on 1/1/2025. In addition to the details provided below, the team completed the corresponding SIT Script writing and executions, supported the State on IUAT and interface development, and began work on determining requirements for required interfaces and reports.

Procurement:

- Developed End-to-End Script outline for Procurement.
- Configured Procurement Accounting Templates.
- Completed the review and configuration of [REDACTED] tables for Fixed Assets.
- Completed the [REDACTED] review for Fixed Assets.
- Completed review of the Email and Letter Configuration Table for Procurement.
- Continue to review and approve System Test Scripts.
- Continue to address potential concerns and GAPS raised by NDOT.



Financial (FIN) Advantage 4



Accounts Payable:

- Configured the final reference tables and transactions for the area [REDACTED]
- Presented the final batch process for AP (Check Reconciliation).
- [REDACTED]

Budget/COA/Cost Accounting:

- Provided guidance and feedback for COA element mapping to NDOT.
- Resolved dependencies related to Cost Accounting COA elements in order for the tables to load. CGI-TECH loaded tables and migrated to all environments.
- Refined non-Cost Accounting COA elements as requested by client. Worked with CGI-TECH to update their mapping files to capture refined elements.
- Configured budget controls [REDACTED] and scheduled migration to all environments
- Facilitated design review for Budget vs Actual Report with client and CGI-TECH.
- Met daily with CGI-Tech review open items and resolve issues.



Financial (FIN) Advantage 4



General Accounting:

- Completed configuration of Business Role and Homepage for the Financial Administration.
- Reintroduced Internal Transfer Transaction for use in Advantage 4x.
- [REDACTED] scenarios - demo
- Completed configured the following processes:
 - Open Activity Roll
 - Open Activity Lapse
 - Trial Balance
 - Ad-hoc reports
 - System Assurance Jobs [REDACTED]

Fixed Assets:

- Started our first of ten Fixed Assets Build Sessions.



Human Resource Management (HRM) Advantage 4



In June, the HRM Configuration team continued to focus on the Build phase. We worked on continuing SIT scripting, SIT execution, IUAT support, and executing [REDACTED] changes to make page updates that better support the State. We wrapped up PI2 and began work on PI3.

Our achievements include:

- Supporting a very successful first round of IUAT, which included providing scripts, being present onsite in person to support testers, participating in Teams chats, and facilitating 4 office hours sessions.
- [REDACTED] changes on the [REDACTED] Title pages.
- Executing 5 Position Control SIT scripts.
- Executing 6 Personnel Management SIT scripts.
- Writing 12 Payroll SIT scripts.
- Testing 4 Business Roles.

