

Monthly Status Report

Reporting Month:	September 2025
Report Number:	024
Submission Date:	10/02/2025
Project:	State of Nevada Full Suite Advantage 4 System Integration
Project Leadership:	██████████ [Program Director, CORE.NV Project] ██████████ [Project Manager, CGI]
Author:	██████████ [Deputy Project Manager, PMO Lead]
Project Status: ●	In September, the CGI Project Team made strong progress in preparation for the October Phase 1B and 1C Go-Live events, with a particular focus on Financial, HRM and Technical workstreams. The CORE.NV team received a “Go” decision from the EAC to move forward with October’s Go-Live. The Financial team focused on finalizing Phase 1C configuration for NDOT. The team completed a pivotal demonstration for FHWA while supporting Mock 4 needs including data outputs for FHWA reconciliation. On the HRM side, the team concentrated on completing two additional Cycle simulations and Mock 4 validation. NEOGOV discovery and configuration progressing with intentions of completing configuration by October 3. These efforts ensure critical components remain on track and support broader readiness for the upcoming deployment. The State is making progress recovering from the cyber-incident, including bringing SFTP services back online supporting interface testing, client validation. The Technical team completed Mock 4 and data conversion efforts. Additionally, We aligned environments on Advantage 4X, Feature Set 2. Final preparations are underway for Go-Live according to Readiness Assessment, which includes code-freeze, and the upcoming quiet period and production cutover.

*Green – On Track | Yellow – At Risk | Red – Off Track

Summary

In September, CGI’s Project Team intensified preparations for October’s Go-Live, coordinating efforts across onboarding, data conversion, testing, stakeholder engagement, training, and reporting. The PMO onboarded two CGI staff, tracked eight open risks, and submitted four key deliverables while resolving three issues. The Financial Team focused on Phase 1C configuration for NDOT, including check form and printer configurations, batch job setups, and ACFR-related JVD transactions, while supporting FHWA demo and Mock 4 reconciliation. HRM executed Mock 4 conversions, ran cycle simulations, supported the FHWA demo, and continued NEOGOV coordination, while addressing two critical Go-Live issues. The Technical Team completed HRM and NDOT Mock 4 conversions, refined interface logic, and updated payroll and workforce reports to ensure cutover readiness. Operations upgraded environments except Training to the Go-Live build, supported legacy systems, and refreshed environments to enable NDOT conversion and FHWA demo readiness.

Agile Project Management finalized Jira automation and dashboards, planned War Room communications, and resolved sprint velocity gaps ahead of the September 29 code freeze. OCM advanced stakeholder engagement through targeted communications, coffee talks, updated FAQs, and readiness materials. The Training Team delivered HRM Go-Live practice sessions and Phase 1C NDOT instructor-led training, with survey reports showing 75% of participants feeling prepared for Go-Live. Looking ahead, the team will complete Phase 1B cutover and Achieve stage in October, begin Hypercare support in November, and continue progress reporting and training through December.

Project Management Office (PMO)

In September, the PMO supported onboarding activities for two CGI project staff: an HRM Business Analyst and a Local Support Service HRM SME. Fingerprinting documentation and background checks continued, with identification badges in progress for new team members. Eight project risks remain open, with the most critical involving the unavailability of the SFTP server, which is impeding end-to-end interface testing. Three risks were recently closed. No active project issues remain as three were recently resolved. All project decisions are either closed or under review, with no active items. Approved deliverables this month included the August End-User Training Progress Report, Monthly Status Report #23, Program Increment Objectives 9, and the Program Increment Completion Report 8. No new change requests were initiated under scope management.

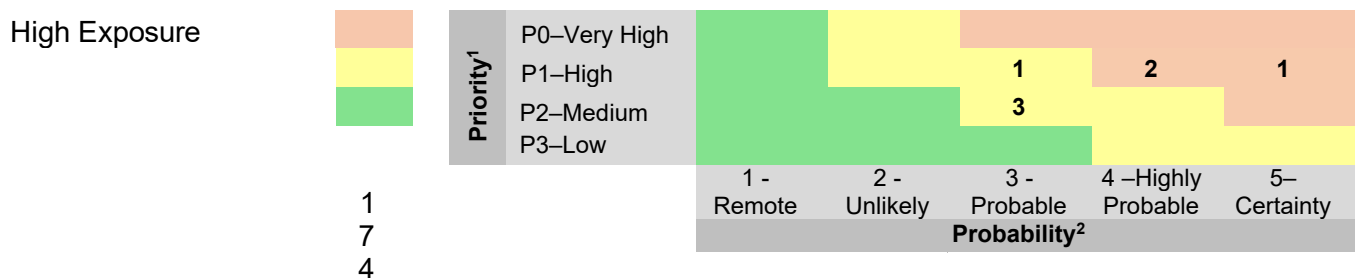
PMO Operations

- CGI PMO onboarded and offboarded CGI project staff for the project:
 - Onboards (2)
 - HRM Business Analyst (1)
 - Local Support Service HRM SME (1)
 - Offboards (1)
 - LSS Technical Writer (1)
- PMO continues to collect fingerprinting documentation and background checks. Identification badges are in process for the newest onboards.

Project Risks and Project Issues

Project Risks and Project Issues are logged and maintained in Jira. Metrics and Heat Map figures were pulled on 09/30/2025.

Project Risk Heat Map and Register



¹ Risk Priority: A metric that conveys the severity of a Risk so that agents can react accordingly. It identifies the relative importance of a Risk with the Risk Impact Level.

² Risk Probability: Likelihood or chance that a specific risk will occur.

		Severity ⁴						
		1-Low	2-Medium	3-High	4-Significant	5-Critical		
High Exposure Medium Exposure Low Exposure	 	Priority³ P0 – Very High P1 – High P2 – Medium P3 – Low						
			In Review Candidates	0				
			Active Issues	0				
			Recently Closed Issues	3				

In Review Candidates	0
Active Decisions	4
Recently Closed Decision	8

⁴ Issue Severity: The degree of harm or potential harm caused by the incident/problem.

Decision #	Summary	Status	Priority
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

Schedule Management & Deliverables

- The following September project deliverables were submitted or approved by OPM:
 - End-User Training Progress Report – August – Approved 9/3/2025
 - Monthly Status Report #23 – Approved 9/22/2025
 - Program Increment Objectives 9 – Submitted 9/26/2025

Scope Management

- In Progress Change Requests:
 - None

Financial

In September, Financial focused their attention on the NDOT Phase 1C Go-Live Achieve activities ahead of our Go-Live on October 20, 2025.

Major Accomplishments:

The updates below are the major accomplishments around Phase 1A Ongoing Support.

- Budget Control and COA
 - Supported OPM by running the Budget Sync Process batch job to correct out-of-sync records reported in the [REDACTED] report.
- General Accounting
 - [REDACTED]
 - Assisted SCO with creating JVDs related to ACFR reporting.
 - [REDACTED]
 - Researched and provided solution for incorrect posting code [REDACTED] being used in transactions. These entries should be reversed using the original posting codes, and a correcting entry should be created using the appropriate posting code.
- Accounts Payable
 - [REDACTED]
 - Worked with OPM to populate department information at the top of the check form and remittance advice in the production environment.

The updates below are the major accomplishments around Phase 1C Configuration.

- Accounts Payable – NDOT Travel
 - [REDACTED]
 - Positive Pay file passed [REDACTED] Validation on September 24.
 - Check Form MICR testing is pending.
 - ACH file results are pending.
 - [REDACTED]
 - NDOT requires a signature from the NDOT Director. CGI Tech created a new check form on the BIRT Server. The FIN team configured the form in CORENV
 - [REDACTED]
 - Configured NDOT's check and accounts receivable printer in CORENV. The connectivity has been tested and confirmed.
- Accounts Receivable
 - [REDACTED]
 - Tested printing Invoice, Past Due Invoice and Pre-Agency Collection Letters on the NDOT printer.
 - [REDACTED]
 - Following batch jobs are added to nightly cycle for: 1C Go-Live, Generate Invoice, Past Due Invoice, Select for Collection, and Generate Collection.
 - [REDACTED]
 - Updated General Accounting and Accounts Receivable configuration tracker for Phase 1C Go-Live [REDACTED] data.
 - [REDACTED]
 - Configuration solution is completed.
 - [REDACTED]
 - The solution is still being worked on and will continue in next sprint.
 - [REDACTED]
 - Support is provided where needed.
 - [REDACTED]
 - Two Event types are created for JVCA1 as per NDOT's request.
 - [REDACTED]
 - Configured four Event Types and related tables for P1C transaction for Retainage for NDOT in multiple environments.
- Security & Workflow
 - Continued NDOT build sessions for security and workflow.
 - Supported NDOT security and workflow updates as state users assessed the current configuration.
 - Supported PII scrubbing for [REDACTED] and continued updating [REDACTED].
 - Supported Mock 4 tasks.
- Agreements
 - Mock 4 Support
 - Provided functional support for the successful completion of the Agreements Mock 4 activity.
 - This included coordination between the conversion team, and NDOT Agreement Service team on conversion logic and implementation of that logic.
 - FHWA Support – Onsite
 - Provided support in the preparation of the FHWA, particularly for the PRCs and the Agreements portion of the demo.
 - Agreement Training Support

- Continued to provide feedback and any support needed to finalize training materials for Agreement Services.
- Cost Accounting
 - Supported FHWA Demo prep meetings and ongoing testing sessions. The ongoing testing sessions have been instrumental in familiarizing NDOT users with the Cost Accounting functionality.
 - Provided onsite support for the FHWA demo from September 8 - 9, 2025.
 - Met with NDOT Financial Management and Project Accounting teams to review Mock 4 data conversion results. Data conversion feedback from NDOT teams is ongoing and discussions are being held to resolve data discrepancies.
 - Supported cross-functional meetings to review, discuss, and address Cost Accounting related requirements impacting FIN, TECH, and HRM.
- Budget Control and COA
 - Supported cross-functional meetings to review, discuss, and address Budget Control and Chart of Accounts requirements impacting FIN, TECH, and HRM.

Blockers with Resolution Plan:

- None

Human Resources Management (HRM)

The HRM team focused on supporting the Mock 4 effort, reviewing the output of the Cycle Simulation tests, supporting the FHWA demo, supporting the Technical Team's builds, validating interfaces and reports, and continuing NEOGOV discovery.

Major Accomplishments:

- Mock 4
 - Converted HRM 2X data from September 11 to 4X as part of the Mock 4 effort. The HRM team participated in planning, including validating the steps prior to the actual Mock. As part of the Mock, the team validated data and ran batch jobs to perform mass changes jobs to support FDOT conversion and the move to Positive Pay.
- Cycle Simulation Testing
 - Completed two additional rounds of testing for HRM cycles.
 - Ran cycles in [REDACTED] using Mock 3 data (July 14, 2025).
 - Utilized the scheduler to mimic the production nightly cycle runs from July 25 to August 8, 2025.
 - Ran cycles in [REDACTED] using Mock 4 data (September 11, 2025).
 - Utilized the scheduler to mimic the production nightly cycle runs from September 11 to September 19, 2025.
 - Performed tuning of cycles.
- FHWA Demo Support
 - Supported the FHWA Demo by running payroll cycles, validating results of the PAM process, and answering questions as the teams prepared for the demo.
 - Attended first day of the demo to answer questions and run a payroll when requested.
- NEOGOV
 - Held NEOGOV meetings for Onboard, Insight, and Learn.
 - Participants from DHRM, OPM, CGI, and NEOGOV attended weekly meetings facilitated by the NEOGOV team.
 - Provided NEOGOV an opportunity to present the work completed based on the information provided by the State teams.

- Discussed the options of pulling NEOGOV Insight up on the schedule to support recruiting earlier than originally planned.

Blockers with Resolution Plan: Two critical Go-Live issues were reported in the last week of September. The first issue, related to the Internal Employee ID numbering, has been accepted as a defect, and the expected resolution for a fix is pending. The second issue involves an Online Check (OCHK) issue that is not consistently recreated. Logs have been pulled to try to determine the underlying cause of this issue. The issue does not seem to prevent the calculation or submission of OCHK but will likely cause confusion if not resolved by Go-Live.

Technical

The Technical Team made progress this month across Data Conversion, Interfaces, and Reports, with a major highlight being the successful execution of Mock 4 conversion for both HRM and NDOT. These activities increase our confidence in preparing for full cutover readiness and ensuring system stability.

Major Accomplishments:

- HRM Conversion
 - Executed HRM Mock 4 data conversion to validate migration readiness and ensure data integrity ahead of production cutover.
 - The following HRM Conversion code refinements were completed based on the feedback from the State and Functional Teams:
 - Added new data handling for employee assignments, step progression dates, and emergency contacts.
 - Refined university employee records and deduction goal updates.
 - Expanded paycheck deduction detail reporting with new category codes.
- NDOT Conversion
 - Executed NDOT Mock 4 data conversion to validate migration readiness and ensure data integrity ahead of production cutover.
 - Moved [REDACTED] from the aggregate [REDACTED] into individual Funding Profiles, eliminating confusion and improving clarity in tracking overflow amounts for Major Programs.
- Interfaces
 - Multiple interface efforts advanced to validation and testing stages:
 - Automated inbound processing of NEBS Work Programs and [REDACTED] for NDOT.
 - Completed validation of ACH and Payroll transactions from Advantage 4X to [REDACTED] and check reconciliation from [REDACTED].
 - Refactored several financial file interfaces [REDACTED] to align with application system date standards, improving accuracy and consistency in processing.
- Reports
 - Updated [REDACTED] to refine validations.
 - Refined [REDACTED] for greater clarity in outstanding payroll items.
 - Modified [REDACTED] for payroll and workforce reporting at the state level.

Blockers with Resolution Plan:

- None

Environment and Legacy Operations

The Operations team continues to provide support for NEATS, NVAPS, and HR and Production Data Warehouse-related inquiries. Significant environment support was related to preparation for Mock 4 execution and post conversion activity.

Major Accomplishments:

- Legacy Operations
 - Provided ongoing support for NEATS and HR and Production Data Warehouse tickets.
 - Continued supporting the OPM Data Warehouse team with HRM data mapping from Advantage 2X to 4X.
 - Assisted with analysis and mapping of legacy interfaces.
- Environments
 - Continued updates of monthly environment usage and release calendar.
 - All project environments except the Training have now been upgraded to Go Live build of [REDACTED]
 - Obfuscation of Training environment completed.
 - Preparation of [REDACTED] environment to support NDOT FHWA Demo completed.
- Phase 1B & C Mock 4
 - Prepared and supported the [REDACTED] environment throughout execution of Mock 4.
 - Completed Post Conversion environment support activities to wrap up Mock 4.
 - Refreshed [REDACTED] twice post Mock 4 to support conversion of NDOT with updated data.
- Build Deployment
 - Assisted OPM with deployment of the [REDACTED] build to the [REDACTED] environment.

Blockers with Resolution Plan: None

Testing

All planned UAT activities leading up to Phase 1B Go-Live have been successfully completed.

Major Accomplishments:

- Test Automation (Test Savvy)
 - The CGI Testing as a Service (TaaS) team activities are in progress. The OPM Team has reviewed and approved the automation test designs for 54 scripts to date.

Blockers with Resolution Plan: None

APM (Agile Project Management)

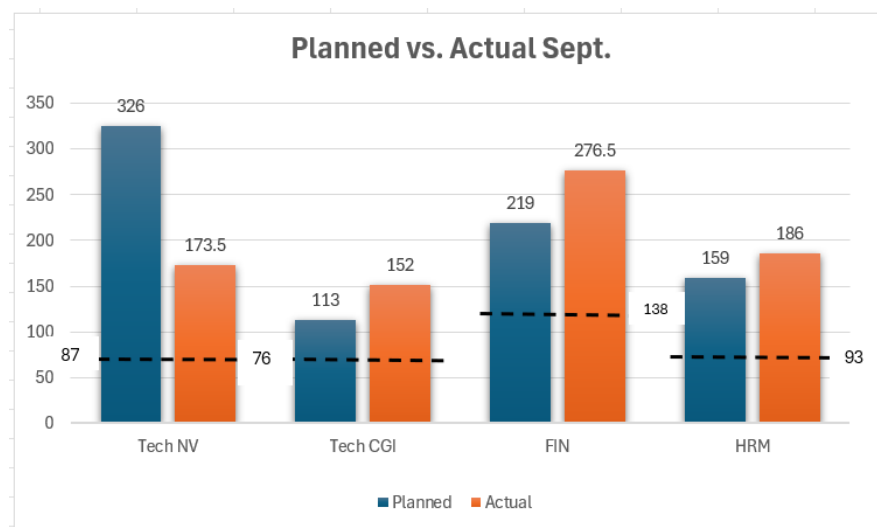
In September, the Agile Project Management Team focused on preparing for the upcoming October Go-Live while finalizing Jira automation and hierarchy enhancements to support a more effective Phase 2 quarterly deliverables reporting.

Key Accomplishments:

- Go-Live Preparation & War Room Planning
 - Continued War Room planning is underway in preparation for Go-Live.

- Focus areas include:
 - Finalizing the communication plan within OPM.
 - Establish how updates will be communicated back to the agencies.
- Developed multiple Go-Live reports to track, monitor, and drive action on items raised during the Go-Live period.
- Created dashboards and reports to support tracking and resolution of all issues identified post Go-Live on October 20, 2025.
- Scheduled a call to coordinate with DHRM, SCO, GTO, and NDOT Help Desk on communication methods with the War Room.
- Planned vs. Actual Velocity
 - Figure 1 showed the monthly planned vs. actual report using dotted line velocity trends across two sprints.
 - Planned velocity was higher than actual due to significant carry-over work identified during agency validation.
 - Teams resolved this issue in Sprint 9.2, ahead of the September 29, 2025, code freeze.

Figure 1: Planned vs Actual Velocity across Twp Sprints



The team is on track to support a successful October Go-Live and has built the Jira structure needed to enable accurate and transparent reporting for upcoming quarterly releases. For next steps, the team will continue refining the Go-Live War Room process and communication plan to ensure the broader program remains fully informed as work progresses.

Blockers with Resolution Plan: None

Organizational Change Management (OCM) and Communications

The Organizational Change Management (OCM) Team advanced key preparations for October 20 Go-Live through stakeholder communication and collaboration. Stakeholders were kept informed through targeted communications highlighting upcoming changes, important dates, and how to prepare for Go-Live. Staff-level coffee talks provided opportunities for more personal engagement with agencies, helping address questions and provide clarity on upcoming events. The team gathered, analyzed, and

presented OCM metrics, continued functional team support, and updated finance, human resources, and training FAQs.

Major Accomplishments:

- Retirement of Advantage 2X HRM Communication
 - Developed communication providing end-users with timely, actionable guidance and key dates to ensure a smooth transition ahead of the retirement of Advantage 2X.
- HRM Go-Live Readiness Reminder Communication
 - Released a communication combining previous readiness content with new information and resources, helping HRM end-users and leadership prepare for Go-Live and more effectively navigate the transition to the CORE.NV system.
- NDOT Go-Live Readiness Communication
 - Delivered a communication that outlined critical dates, training opportunities, valuable resources, and essential guidance for the transition to the CORE.NV system.
- FIN Downtime Period Communication
 - Enabled statewide leadership and financial end-users to prepare for the CORE.NV system downtime.
 - Distributed communication that detailed the timing, rationale, and required actions for the migration enabling statewide leadership and financial end-users to prepare for the CORE.NV system downtime.
- Positive Reporting Reminder
 - Issued a reminder about the upcoming implementation of positive reporting guidance in NEATS, increasing visibility into the upcoming change and reinforcing the need for the transition.
- Staff Coffee Talks
 - Continued Phase 1B staff coffee talks featuring agency-specific presentations with project updates, training details, action items, and Q&A opportunities to support engagement and personalize stakeholder communication.
 - Coffee Talks held in September:
 - September 5: Public Employees' Benefits Program
 - September 10: Department of Wildlife
 - September 16: Cannabis Compliance Board
 - September 25: DHRM Town Hall
- NEATS Timesheet Approval Demo
 - Developed a video walkthrough of supervisor review process for approving employee timesheets enabling supervisors to efficiently navigate and execute timesheet approvals through a clear, step-by-step process.
- OCM Metrics
 - Gathered, analyzed, and shared August OCM metrics outlining CORE.NV users, Phase 1B communications, monthly communications, and website traffic. These metrics provide measurable analysis of ongoing progress of CORE.NV to establish standards and seek action based on data.
- Frequently Asked Questions (FAQs)
 - Created and updated centralized FAQs for the FIN Downtime Period, Retirement of Advantage 2X HRM, and training. This helped reduce confusion by providing clear, consistent, and easily accessible answers to common end-user questions.
- Operational Job Aid Updates and Validation
 - Refined existing job aids on the Nevada SharePoint site to ensure end-users have updated information and the proper resources leading up to and following Go-Live.

- Functional Team Support
 - OCM liaisons collaborated with functional teams by participating in meetings, assisting with communications, and offering consistent support, helping to promote alignment and increase visibility into workflows and emerging challenges.

Blockers with Resolution Plan: None

Training

In September, the Training Team continued data preparation and system testing for both the HRM Go-Live Groundwork practice sessions and Phase 1C instructor-led training (ILT). On-demand learning was expanded to include four stand-alone Phase 1C NDOT-specific training videos. In partnership with OPM, the team developed just-in-time practice scenarios adapted from User Acceptance Testing (UAT) scripts. The training team also delivered six highly attended Las Vegas sessions (65 registered, 54 attended) and launched sixteen Carson City sessions (186 registered) from September 25 to October 2. Extensive data preparation and testing ensured realistic environments, with survey results showing 61% rated hands-on practice highly effective, 52% said it reinforced training content, and 75% felt prepared for Go-Live, reinforcing readiness and user confidence ahead of the October 20 Go-Live.

Major Accomplishments:

- Phase 1B
 - Partnered with OPM to create practice scenarios from UAT scripts focused on Records & Payroll.
 - Data preparation & testing for HRM Go-Live practice sessions.
 - 10 of the 22 Go-Live Groundwork sessions are complete.
 - Las Vegas: 65 registrations, 54 attendees.
 - Carson City: 186 registrations (31 of 52 registrants attended on September 25).
 - Additional sessions will run on Sept 30, Oct 1, and Oct 2.
- Phase 1C
 - Materials for the four instructor-led training (ILT) courses have been finalized.
 - Four Phase 1C standalone videos are final & available to end-users.
 - Two of the four Phase 1C job aids are under review.
 - NDOT ILT registration: 33 unique end-users.
 - Accounts Payable: 4
 - Agreement Services: 14
 - Cost Accounting: 9
 - Procurement: 7
 - NDOT-led independent practice: 19
- Planning and Coordination
 - Continued preparation and execution of HRM Go-Live Groundwork sessions continues.
 - The October 15th State Trainer virtual forum will provide HRM and NDOT State Trainers with guidance on post-Go-Live end-user support.
 - Monitoring and tracking Phase 1B and 1C participants' completion of General Navigation, ILTs, and NVeLearn courses.

Blockers with Resolution Plan: None

30, 60, and 90-Day Look Ahead (Deliverables)*

* The Look Ahead details are subject to Phase 1B schedule updates.

October 2025

- Monthly Status Report #24 – Submission 10/2/2025
- PI8 Completion Report – Submission 10/3/2025
- EUT Monthly Progress Report September– Submission 10/9/2025
- P1B Production Cutover Complete – 10/20/2025
- P1B Achieve Stage Complete – 10/20/2025

November 2025

- Monthly Status Report #25 – Submission 11/4/2025
- EUT Monthly Progress Report October – Submission 10/9/2025
- P1B Hypercare Support Month 1 – 11/19/2025

December 2025

- Monthly Status Report #26 – Submission 12/2/2025
- EUT Monthly Progress Report November – Submission 12/11/2025
- P1B Hypercare Support Month 2 – 12/19/2025

High Level Status:

Overall Project Timeline
P1A Financial Management
P1B Financial Management NDOT
P1B Human Resource Management

