



Monthly IV&V Report

As of October 2024



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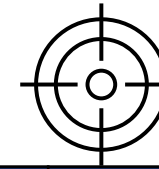
Plante Moran Independent Validation & Verification Approach



- » We focus on early detection and correction of errors, enhance management insight into risks, provide finding and recommendations, and ensure compliance with project scope, schedule, and budget requirements. We will assess the health of the project on an ongoing basis, focusing on the artifacts and deliverables being produced by the project team.
- » The principles that guide the work we perform include:
 - Complete vendor independence provides integrity to our observations.
 - Transparency in all observations and issues as early as possible.
 - Collaboration with SI, the State project team, and the key stakeholders.
 - Advise on issues and potential opportunities to improve.
 - Being respectful of staff time and project schedule.
- » We use the *Project Health Assessment Rubric* (Slide 4) to report levels of risks (using colors) as associated with the areas indicated. Our approach does not necessarily indicate project ultimate success or failure; it is meant to indicate the current risk levels associated with the identified project components with the purpose of advising and reporting on opportunities to improve.



Program Status - October



Target go-live
Phase 1A Jan '25



Program Status		Path to Green
Scope	<ul style="list-style-type: none"> Conversion completion and validation may not be complete in time for UAT or satisfy requirements. NDOT interfaces for MVP may not all be built and tested in time, requiring a contingency workplan. Warehouse interfaces and build may not all be built and tested in time, requiring a contingency workplan. 	<ul style="list-style-type: none"> Code freeze occurs to allow work to complete and remaining work is re-baselined. Scope for Phase 1B is confirmed and socialized including any items remaining from phase 1A.
Schedule	<ul style="list-style-type: none"> Lack of a contingency plan for the schedule for Financial MVP – accepted risk. FIN resource requirements will impact availability for go live support, development of Phases 1B and 2 Lagging on completion of technical work for testing and go live is impactful. 	<ul style="list-style-type: none"> Schedule of items that will not be completed for MVP Phase 1A are identified and re-baselined in the schedule. Phase 1B schedule is reflecting the work across the resources for Phase 1B scope.
Budget	<ul style="list-style-type: none"> The State has a change control budget to support additional needs but may be challenged for the overall project by the risk of pushing out go live dates and scope. 	<ul style="list-style-type: none"> Budget for Phase 1B is confirmed based on final schedule and work effort. Monitor project re-planning impact on budget.
Quality	<ul style="list-style-type: none"> Readiness Assessment and contingency plans should be robust at this point in the project. Lagging delivery of important technical pieces (warehouse, conversions, integrations, & reports) during prep for go-live (Achieve Phase) requiring adequate testing is of concern. 	<ul style="list-style-type: none"> Testing results are verified. Defects are being managed sufficiently and are verified.
Resources	<ul style="list-style-type: none"> The MVP Phase 1A post go-live Governance plan has not been finalized and communicated which may affect planned work. Tech resources are challenged for timely completion of work. 	<ul style="list-style-type: none"> Governance plan is complete, and resources are identified. Technical work is re-baselined across phases for work remaining.



Project Health Assessment Rubric



Project Health Status Categorizations			
Project Health Assessment Area	Green	Amber or Yellow	Red
Scope:	<p>All criteria below are being met:</p> <ul style="list-style-type: none"> The scope is well-defined. The scope has not been changed outside of the original scope definition or any scope changes made are not expected to impact the current overall schedule or budget. <p><i>If scope re-baselining has occurred, status may return to this categorization—provided that the above criteria is met for the re-baselined scope.</i></p>	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> There are one or more areas of scope that have yet to be fully defined, but they are not expected to impact the current overall schedule and/or budget. The scope has not been changed outside of the original scope definition or any scope changes made are expected to have no, or minimal, impact to the current overall schedule or budget, and will not impact the critical path. 	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> There are areas of scope that have yet to be fully defined, and these unknowns are expected to impact the current overall schedule and/or budget. The scope has been changed outside of the original scope definition and any such scope changes are expected to impact the current overall schedule or budget and/or critical path.
Schedule:	<p>All criteria below are being met:</p> <ul style="list-style-type: none"> The schedule and critical path are well-defined. The schedule is progressing as planned, with all critical path milestones and deadlines being met. <p><i>If schedule re-baselining has occurred, status may return to this categorization—provided that the above criteria is met for the re-baselined schedule.</i></p>	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> There are areas of the schedule that have yet to be fully defined, but the critical path is well-defined. The schedule is not progressing as planned but, all critical path milestones and deadlines are currently being met and are expected to continue to be met. 	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> There are areas of the critical path schedule that have yet to be fully defined. The schedule is not progressing as planned and critical path milestones and deadlines are not being met and/or are expected to not be met.
Cost:	<p>All criteria below are being met:</p> <ul style="list-style-type: none"> The budget is well-defined. Budget funds have been allocated as needed. The budget is being expended as required. <p><i>If budget re-baselining has occurred, status may return to this categorization—provided that the above criteria is met for the re-baselined budget.</i></p>	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> There are areas of the budget that have yet to be fully defined, but estimated funds that will be needed are available. Funds needed are exceeding originally budgeted funds and it is impacting the current overall schedule but, not the critical path. The short-term budget is being over-expended but, spending is expected to remain within the overall long-term budget. 	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> There are areas of the budget that have yet to be fully defined and estimated funds needed are not expected to be available. Budget funds are not being allocated as needed and this is impacting the critical path. The budget is being over-expended per the original planned budget and spending is expected to exceed the overall budget (including any contingency funds).
Resources:	<p>All criteria below are being met:</p> <ul style="list-style-type: none"> All needed resources have been identified. All identified resources have been allocated. There are no overallocated resources. 	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> There are needed resources that have yet to be fully identified, but it is not expected to impact the current overall schedule and/or budget. There are identified resources that have yet to be allocated, but they are not expected to impact the current overall schedule and/or budget. There are resources that are overallocated, but these are not expected to impact the current overall schedule and/or budget. 	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> There are needed resources that have yet to be fully identified and this is impacting, or is expected to impact, the current overall schedule and/or budget. There are identified resources that have yet to be allocated and they are impacting, or are expected to impact, the current overall schedule and/or budget. There are allocated resources that are overallocated and it is impacting, or is expected to impact, the current overall schedule and/or budget.



Look Forward

Target go-live
Phase 1A Jan '25



OPM	<ul style="list-style-type: none">• Substantial progress implementing a Governance Plan that includes processes, tools, resources, scheduling, training, and testing that supports post go-live requirements.• Plan what the January 2025 MVP go-live includes as well as MVP incomplete items to prioritize resources in the post-implementation period. Communicate incomplete items such as data warehouse, interfaces, and reports to agencies so that they can plan and implement viable workarounds with the OPM Team.• Provide Readiness Assessment updates and Go/No-Go updates to all stakeholders on a regular cadence.• Agency representation and buy-in with the continuing project phases.
OPM Tech	<ul style="list-style-type: none">• Data Warehouse substantial completion for adequate testing by go-live with contingencies planned.• Build & test NDOT interfaces required for Phase 1A go-live complete.• Reports required for go-live are adequately tested with contingencies planned.• Verification that remaining technical work has been completed and tested.
CGI Tech	<ul style="list-style-type: none">• Conversions completion for adequate testing by go-live.• Reports completion for adequate testing by go-live with contingencies planned.• Check printing and bank sign-off on checks complete.



Look Forward

Target go-live
Phase 1A Jan '25



FIN	<ul style="list-style-type: none">• Test all the lagging tech team work as only a short window will be available before go-live.• SEFA process decision for FY26, pushing back A4 data to A2.
HRM	<ul style="list-style-type: none">• Delay in parallel testing resolved.• Dependency on lagging conversions resolved.• NDOT chart field requirement possible impact to HRM interfaces and processes.
OCM	<ul style="list-style-type: none">• Drive all required Nevada staff to sign up to training courses. Approximately 100 staff still need to register.• Agency change champions may not be ready to support agency business processes
CGI	<ul style="list-style-type: none">• Assure knowledge transfer is occurring across workstreams for sustainability.• Completion of work related to environment security.• Readiness Assessment completed with mock results and go-live planning complete.• Conduct the transition to hypercare in December



Key RAID items since last report



Each IV&V RAID item has been documented in the Observations and Recommendations Spreadsheet

Risks Open *	8	7	5	8	5	5	10	6	12	15
Actions Open	4	0	8	4	2	11	8	5	6	6
Issues Open	1	6	5	3	1	42	45	22	16	14
Decisions Recorded**	3	2	8	5	6					
Decisions Open**	1	0	5	4	1					

* Includes Candidates

** IV&V Decisions – IV&V not making decisions, but many Action items can be considered Decisions when adjudicated



Risk Action Issues & Decisions



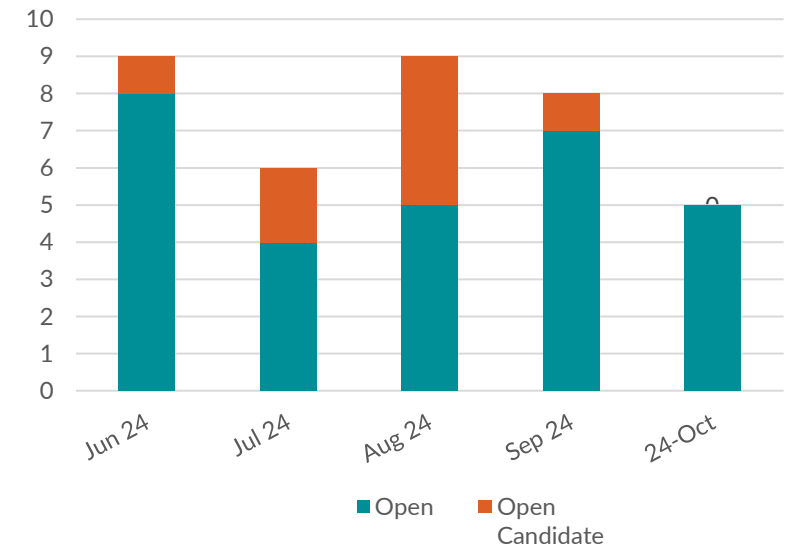


Risk Summary

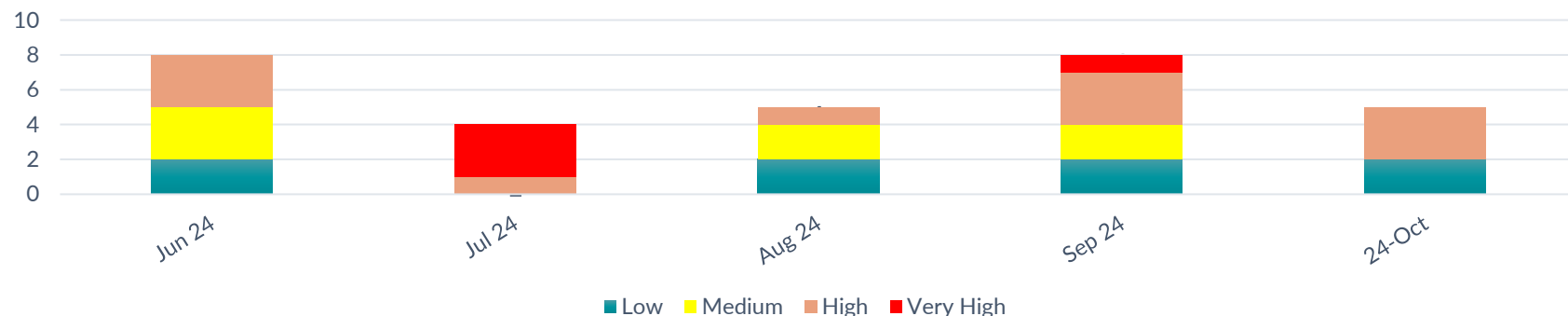


- There are 5 currently open risks on the NV Project Risk Log as of the end of October.
- IV&V has 15 Risks open which can be found in the accompanying Observations and Recommendations spreadsheet.

OPM Open Risks and Candidates*
Trend by Month



OPM Open Risks by Impact
Trend by Month
(Not including Candidates)



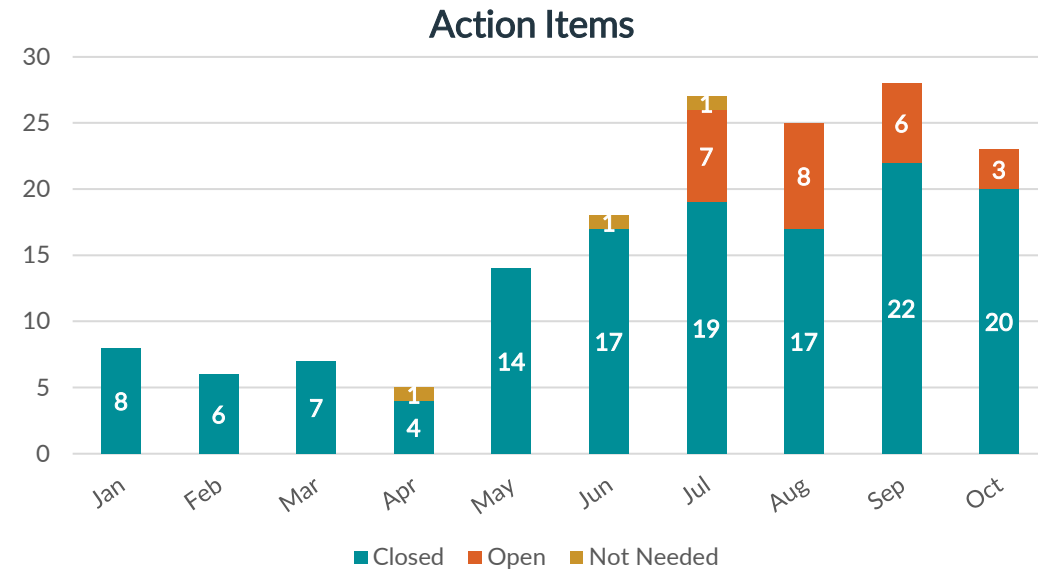
* Candidates are items being considered by Governance group for risk status.



Actions Summary



- As of the end of October, there were 3 Actions remaining open. During the month 21 Action item was opened, and 25 Action items were closed.
- IV&V has 9 Action Items open in the accompanying Observations and Recommendations spreadsheet.



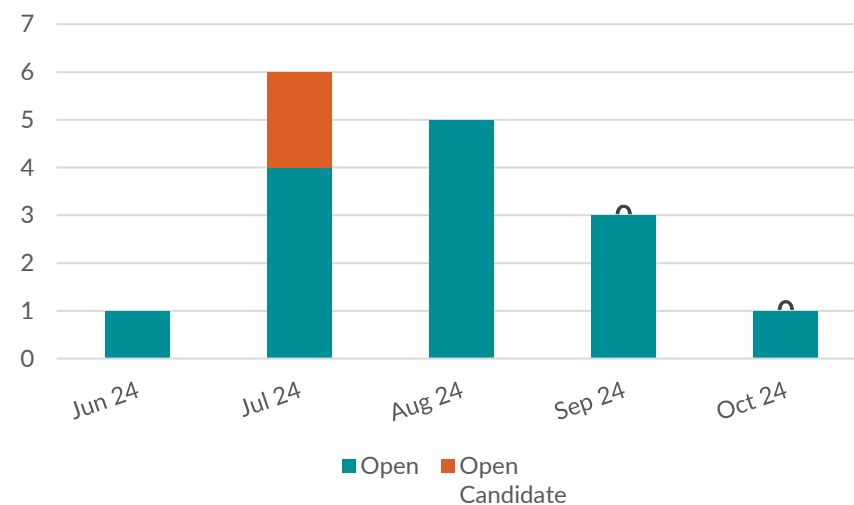


Issue Summary

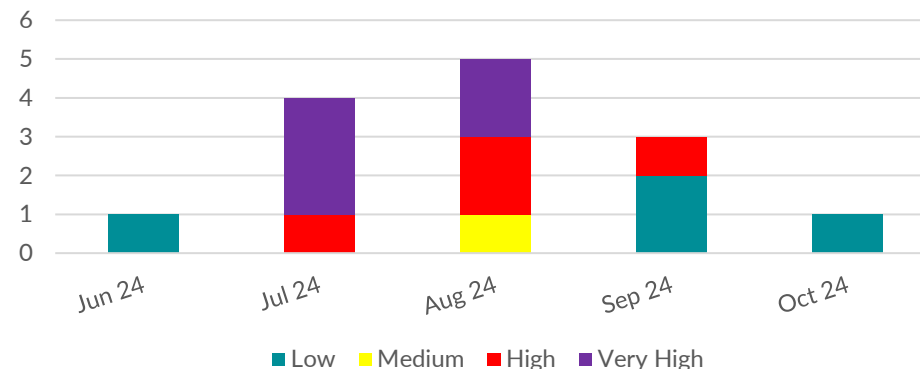


- As of the end of October, OPM had 1 open issue.
- No additional issues were opened or closed by the Project Team in October.
- IV&V has identified 14 open Issues.

OPM Open Issues and Open Issue Candidates Trend by Month



OPM Issues Impact Trend by Month (Not including Candidates)



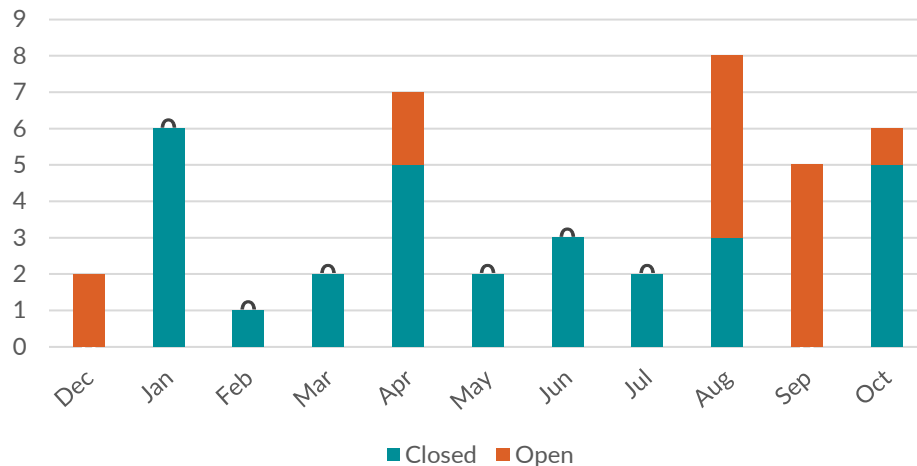


Decisions

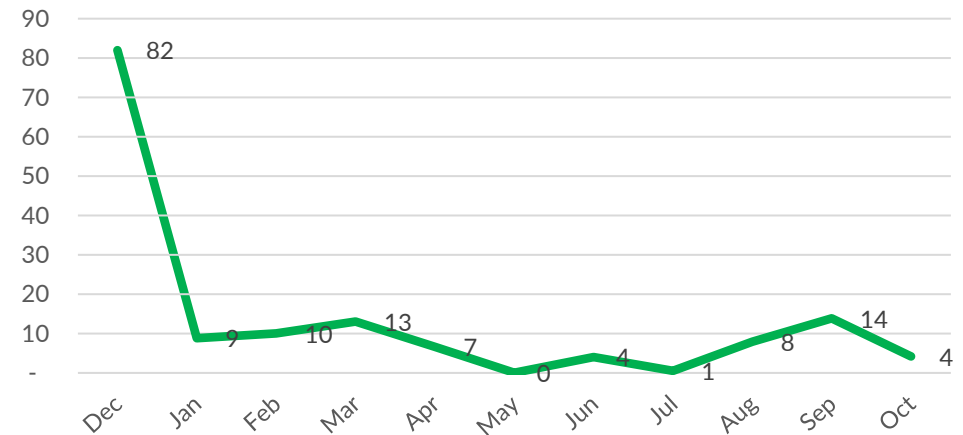


- OPM has logged 44 decisions to date. The velocity after the build and test phases has diminished as expected.

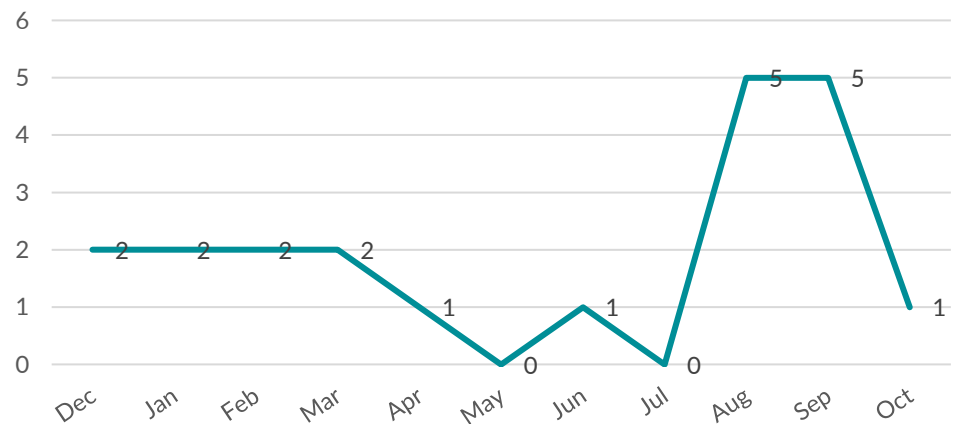
OPM Decision Log Entries



OPM Decisions Average Days Outstanding



OPM Decisions Open at the End of Each Month





Bugs Reported





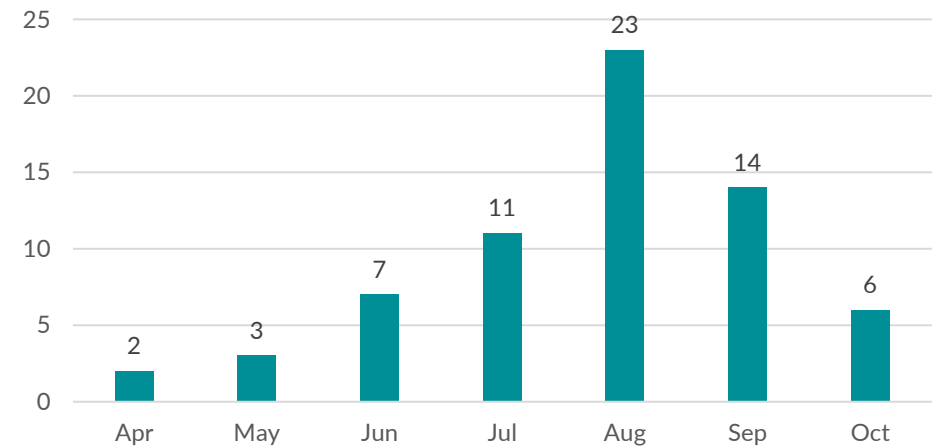
Bugs Reported



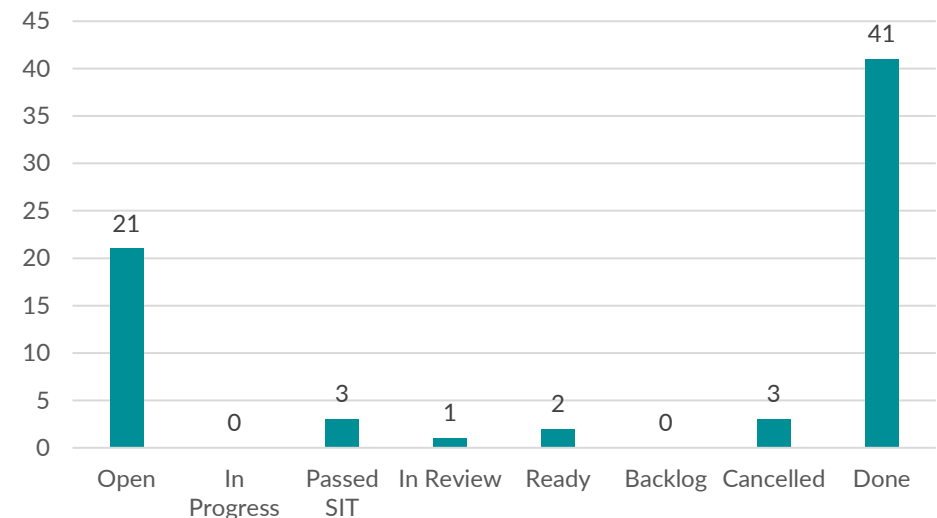
- 66 bugs have been reported in Jira to date
- 6 new bugs were reported in October
- Of these, 2 are still in Open, Ready, In Review, or Passed SIT status
- Reporting of bugs (or defects) will change next month as new reporting is being used.

**Plante Moran is now able to pull data on all Bugs rather than Open ones only so numbers may differ from the September report. *Data is not available for the dates when bug statuses are changed. Plante Moran is only able to track open dates and provide a snapshot of statuses as they existed in early November.*

Bugs Reported by Month



Status of Reported Bugs





Contracts and Budgets Deliverables



1960: Plante & Moran
established as
a "Big Five" firm.

1975: Plante Moran
Financial Advisors
acquires the LLC.

1994: Plante Moran CESA
is formed.

1999: Named for the first time
to Fortune magazine's list of
"100 Best Companies
to Work For."

1996: PAM Corporate
Finance LLC (PACF)
is founded.

1995: Firm creates domain
and later launches website.

2003: Firm forms
Diversity Council.



2003: First
international office in
Shanghai, China.

2002: Firm is chosen by the U.S.
Department of Treasury to help
investigate the Enron collapse;
Plante Moran Trust is created.

2007: Plante Moran Capital
Management, LLC is
launched.

2011: Plante & Moran
drops the "&"; becomes
Plante Moran.

2012: First-Ever Global Workplace Recognition
with International Accounting Bulletin's
Employer of the Year award.



Assessment of Contract Documents



CGI Technologies

» Contract Highlights

- ❑ Covers Financial and Human Resource systems SaaS, including:
 - ❑ Phase 1A MVP FIN
 - ❑ Phase 1B MVP HRM including Payroll
 - ❑ Phase 2A FIN Business Transformation
 - ❑ Phase 2B HRM Business Transformation
- ❑ Supporting current CGI Advantage 2 environment
- ❑ **October - No changes having a material effect on budget.**

» Contract

- ❑ Initial contract executed Sep '23
- ❑ Value \$90,225,000
- ❑ Contracted term through Sep '28

» Contract Amendments

- ❑ There were no contract amendments in October

» Risks

- ❑ Contracted dates for Phase 2 may be extended and the ability to complete Phases 1B and 2 within the budget is a risk.



Assessment of Contract Documents



BerryDunn

» Contract Highlights

- ❑ Overall project management support
- ❑ BerryDunn will lead and coordinate all State project activities
- ❑ Program Managers for FIN and HRM; not Technical

» Contract

- ❑ Initial contract executed Feb '24.
- ❑ Value \$771,896.
- ❑ Contract term
 - ❑ June '24
 - ❑ Extension for an additional 27 months

» Contract Amendments

- ❑ *October - No changes having a material effect on budget.*

» Risks

- ❑ Project continuity risk. The period extended does not cover HRM go-live or Phase 2 go-lives.
- ❑ Note: Amendment 3 is expected to be submitted by early 2025 to extend the BerryDunn contract through the life of the CGI Contract.

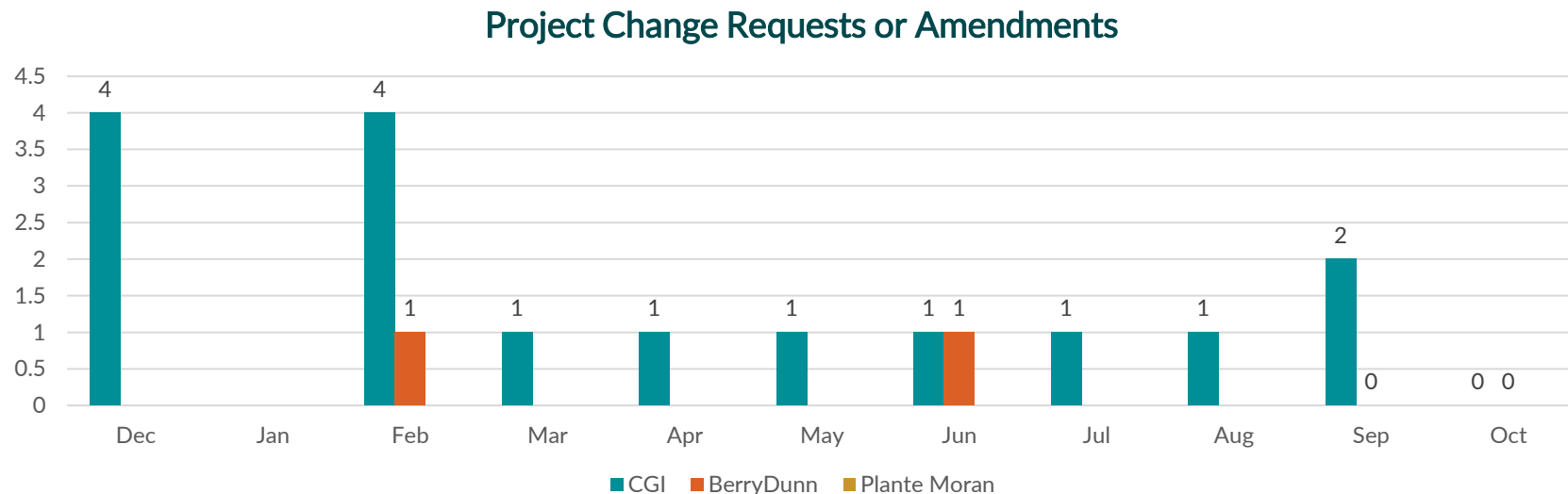
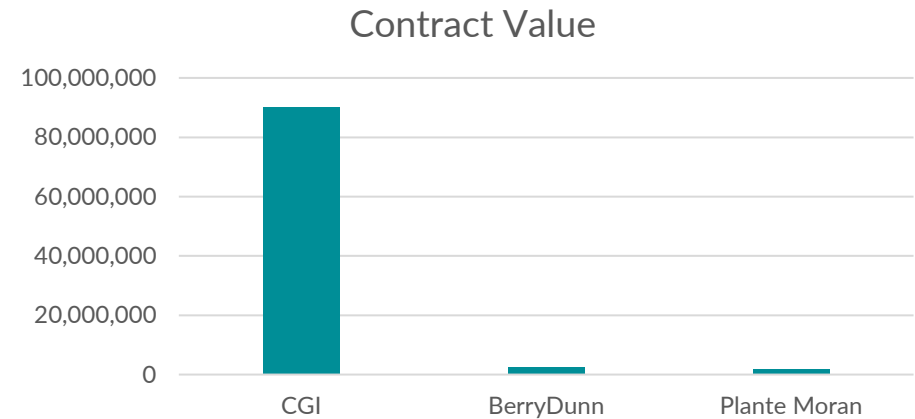


Change Requests



Change Requests and changes to scope – include core decision papers and process changes

	CGI	BerryDunn	Plante Moran
Contract	\$90,225,000	\$771,896	\$1,833,000
CR / Amend		\$1,780,185	
Total	\$90,225,000	\$2,552,081	\$1,833,000



- October - No change requests were executed having a material effect on budget



CGI Budget FY24 & FY 25



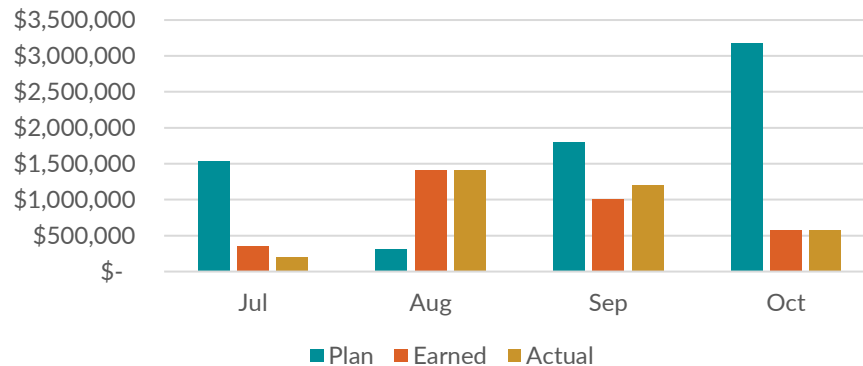
Excluding Software & Change Control

	FY 25 Jul	FY 25 Aug	FY 25 Sep	FY 25 Oct	FY 25 Total	FY 24 Total	Project Total
Plan	\$ 1,530,645	\$ 305,645	\$ 1,805,645	\$ 3,180,645	\$ 6,822,580	\$ 11,850,000	\$ 18,672,580
Earned	\$ 350,000	\$ 1,405,645	\$ 1,005,645	\$ 580,645	\$ 3,341,935	\$ 11,850,000	\$ 15,191,935
Actual	\$ 200,000	\$ 1,405,645	\$ 1,205,645	\$ 580,645	\$ 3,391,935	\$ 11,850,000	\$ 15,241,935

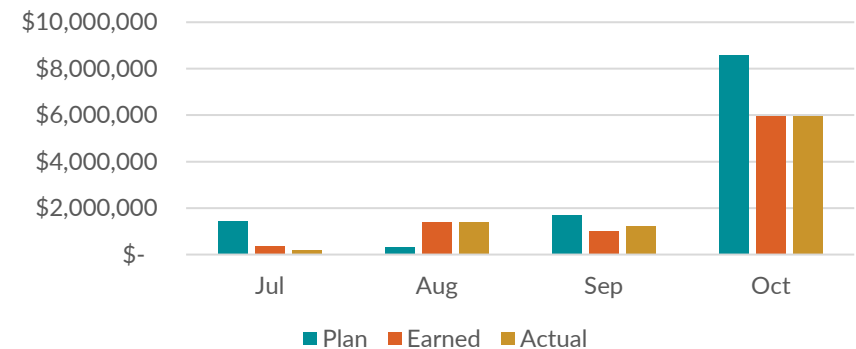
Including Software & Change Control

	FY 25 Jul	FY 25 Aug	FY 25 Sep	FY 25 Oct	FY 25 Total	FY 24 Total	Project Total
Plan	\$ 1,450,000	\$ 305,645	\$ 1,725,000	\$ 8,565,645	\$ 12,046,290	\$ 17,407,580	\$ 29,453,870
Earned	\$ 350,000	\$ 1,405,645	\$ 1,005,645	\$ 5,965,645	\$ 8,726,935	\$ 17,407,580	\$ 26,134,515
Actual	\$ 200,000	\$ 1,405,645	\$ 1,205,645	\$ 5,965,645	\$ 8,776,935	\$ 17,407,580	\$ 26,184,515

Earned Value by Month Excluding Change Control and Software



Earned Value by Month Excluding Change Control and Software





BerryDunn & Plante Moran Budget FY 24 & 25



BerryDunn

Month	FY 25 Jul	FY 25 Aug	FY 25 Sep	FY 25 Oct	FY 25 Total	FY 24 Total	Project Total
Plan	\$ 218,880	\$ 218,880	\$ 218,880	\$ 218,880	\$ 875,520	\$ 771,896	\$ 1,647,416
Earned	\$ -	\$ 244,164	\$ 247,196	\$ 218,880	\$ 710,240	\$ 759,141	\$ 1,469,380
Actual	\$ -	\$ 244,164	\$ 247,196	\$ 278,731	\$ 770,091	\$ 759,141	\$ 1,529,231

- Amendment 1 revised on 5/30/24 increased contract to \$2,552,081 through March 25
- Amendment 2 signed on 7/3/24 added a Program Manager (IT) Role to the contract
- NTE \$2,552,081

Plante Moran

Month	FY 25 Jul	FY 25 Aug	FY 25 Sep	FY 25 Oct	FY 25 Total	FY 24 Total	Project Total
Planned	\$ 103,500	\$ 58,000	\$ -	\$ -	\$ 161,500	\$ 91,000	\$ 252,500
Earned	\$ 296,400	\$ -	\$ -	\$ 106,275	\$ 402,675	\$ -	\$ 402,675
Actual	\$ 296,400	\$ -	\$ -	\$ 204,425	\$ 500,825	\$ -	\$ 500,825



Combined 3 Partners Budget FY24 & FY25



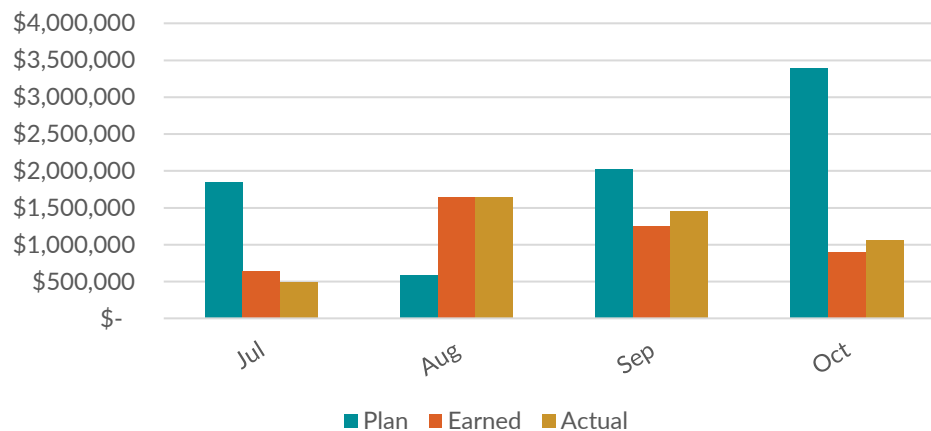
Excluding Software & Change Control

	Jul	Aug	Sep	Oct	FY 25 Total	FY 24 Total	Project Total
Plan	\$ 1,853,025	\$ 582,525	\$ 2,024,525	\$ 3,399,525	\$ 7,859,600	\$ 12,712,896	\$ 20,572,496
Earned	\$ 646,400	\$ 1,649,809	\$ 1,252,841	\$ 905,800	\$ 4,454,850	\$ 12,609,141	\$ 17,063,990
Actual	\$ 496,400	\$ 1,649,809	\$ 1,452,841	\$ 1,063,801	\$ 4,662,851	\$ 12,609,141	\$ 17,271,991

Including Software & Change Control

	Jul	Aug	Sep	Oct	FY 25 Total	FY 24 Total	Project Total
Plan	\$ 1,709,589	\$ 586,316	\$ 2,005,671	\$ 8,784,525	\$ 13,062,228	\$ 18,270,476	\$ 31,332,704
Earned	\$ 646,400	\$ 1,689,784	\$ 1,252,841	\$ 6,290,800	\$ 9,839,850	\$ 18,166,721	\$ 28,006,570
Actual	\$ 496,400	\$ 1,649,809	\$ 1,452,841	\$ 6,448,801	\$ 10,047,850	\$ 18,166,721	\$ 28,214,571

Combined Earned Value by Month
Excluding Change Control and Software



Combined Earned Value by Month Including
Change Control and Software *



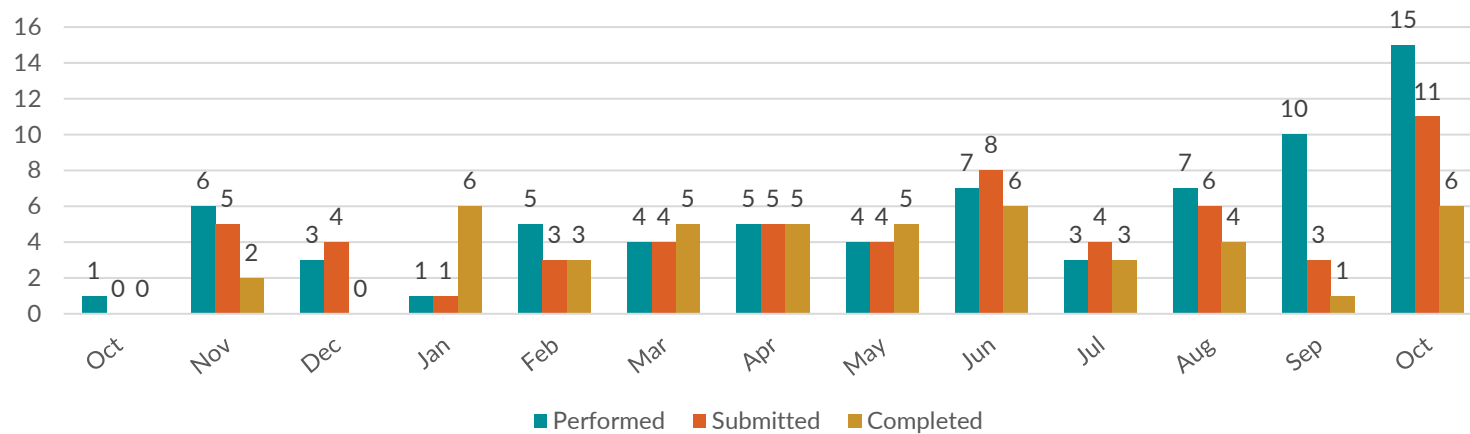


Deliverables



		Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Total
CGI	Performed	1	6	3	1	4	3	4	3	5	1	5	7	8	51
CGI	Submitted		5	4	1	3	3	4	3	7	1	5	1	4	41
CGI	Completed		2		6	3	4	4	4	5	0	3	0	0	31
BerryDunn	Performed					1	1	1	1	1	1	1	2	2	11
BerryDunn	Submitted						1	1	1	1	1	1	2	2	10
BerryDunn	Completed						1	1	1	1	1	1	1	2	9
Plante Moran	Performed									1	1	1	1	5	9
Plante Moran	Submitted										2	0	0	5	7
Plante Moran	Completed										2	0	0	4	6
		Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Total
Total	Performed	1	6	3	1	5	4	5	4	7	3	7	10	15	71
Total	Submitted	0	5	4	1	3	4	5	4	8	4	6	3	11	58
Total	Completed	0	2	0	6	3	5	5	5	6	3	4	1	6	46

Month Work Performed, Submitted & Deliverable Completed
3 Entities





Observations and Recommendations



The Observations and Recommendations below address items Plante Moran has identified in Slide 2, Program Status. Additional support can be found in the associated document, *Plante Moran Report Out Core NV Sep 2024 Report Attachment Observations and Recommendations*



Scope



116	<ul style="list-style-type: none"> The interfaces necessary for NDOT to move data from Advantage 2 to Advantage 4 are not known and may not be designed and developed in time for go live. 	<ul style="list-style-type: none"> Moving this item to a monitor status as the work has been defined, assigned and is in progress. As of this writing this is a concern. Identify if a contingency can be developed. 	<ul style="list-style-type: none"> All of these interfaces have been identified and many have been developed. OPM understands that Plante Moran will continue to monitor this item. 		Monitor	** S
108	<ul style="list-style-type: none"> The go / no go decision criteria needs to be established. 	<ul style="list-style-type: none"> Go / No Go decisions and readiness criteria for the project deployment needs to be documented and agreed to by OPM and CGI, then communicated to the EC. 	<ul style="list-style-type: none"> The go/no-go decision criteria will be in CGI's Cutover Plan, which will be submitted in November of 2024. 		Open	** **
134	<ul style="list-style-type: none"> The team has identified an issue with tracking scope items raised by agencies related to Phase 2 - transformation. 	<ul style="list-style-type: none"> The tracking of scope items related to the transformation phase 2, needs to be logged and tracked by both the project team and the governance team once live on Phase 1A. 	<ul style="list-style-type: none"> This has been discussed during the Governance Plan meetings and will be included in the plan. 		Open	* S

* As item is an Issue, Probability is not applicable

**As item is an Action, Probability and Severity are N/A



Schedule



119	<ul style="list-style-type: none"> A recent discovery of an additional custom tables required for Financial reporting has impacted the scope of the project at a sensitive time. Discovery of the scope of custom table use and a plan to address in Adv 4x has not been completed 	<ul style="list-style-type: none"> A complete discovery of custom table use in Adv 2x should be completed to determine what custom tables are used and required for phase 1a MVP. Identify which resources can be redeployed to address the issue without impacting other critical workstreams. 	<ul style="list-style-type: none"> Tech Team Leadership will be researching this item. 		Open	*	H
89	<ul style="list-style-type: none"> CGI interface and conversion development and visibility continues to be a concern as it was identified in the EC to be lagging. 	<ul style="list-style-type: none"> Develop the cycle (e.g. daily, weekly, monthly) to be used for UAT and performance testing and ultimately deployment. The cycle needs to include the interfaces, data warehouse refresh, reports, and forms as well as jobs that will need to run. 	<ul style="list-style-type: none"> A full conversion schedule was presented to OPM by CGI. All of the data will be converted by the end of Sprint 4.4. With the exception of the Fixed Assets data, which will be converted by the end of Sprint 5.1. CGI has 11 interfaces to build and they have almost completed them. 		Open	*	H
48	<ul style="list-style-type: none"> Lack of a contingency plan (Risk) for the schedule for both Financial and HRM MVP. 	<ul style="list-style-type: none"> Suggest leadership determines the contingency of missing schedule. This includes a defined GO-NO GO decision plan. 	<ul style="list-style-type: none"> It is best practice to have a contingency plan. The State has decided to go live with the solution based on the timeline, not readiness. We agree that based on the State's decision, this item can be marked as an accepted risk. 		Monitor	C	C

* As item is an Issue, Probability is not applicable

** As item is an Action, Probability and Severity are N/A



Budget



#	Observation	Recommendation	OPM Response	OPM Status	PM Status	Probability	Severity
124	<ul style="list-style-type: none"> Potential delays in Phase 1A (FIN) scope completion or Phase 1B (HRM) schedule may require additional budget allocations for project contractors. 	<ul style="list-style-type: none"> Begin discussions and planning with contractors to address contract contingencies based on expected scenarios. 	This is an understood risk. Communication is ongoing with vendors (like BerryDunn & Eide Bailly). As a result, we have Amendments in place, or in the works, to extend for time and/or time money.	Monitor		P r o b a b l e	H i g h

* As item is an Issue, Probability is not applicable

**As item is an Action, Probability and Severity are N/A



#	Observation	Recommendation	OPM Response	OPM Status	PM Status	Probability	Severity
125	<ul style="list-style-type: none"> The All Open Bugs Log is partially filled out but is missing critical information like Severity, Priority, and Closed dates. 	<ul style="list-style-type: none"> A formal design approval process should be established for report, interface and conversion development. The formal design should also inform the IUAT process and associated test scenarios. 	<ul style="list-style-type: none"> Creators of Jira items are frequently NOT THE BEST persons to be submitting the updates. For example, the Program Director frequently creates risks and/or issues for other resources in order to get them documented. The PM Governance Committee then follows up with the best resource to be providing the updates. 		Monitor	**	**
130	<ul style="list-style-type: none"> Low number of responses on the Change Impact Survey (<20%) may give an inaccurate picture of the current state of staff. 	<ul style="list-style-type: none"> While the initial responses are positive, they do not necessarily reflect the experience of staff who will be using ADV4. Continue to engage Agency, department-level representatives and CAN participants to understand and communicate the deeper impact on staff daily work and experience. 	<ul style="list-style-type: none"> The primary reason for the low volume of responses was probably due to the fact that respondents were asked their names and other identifying information. The team will no longer be asking identifying information on all future surveys. 		Open	P	M
131	<ul style="list-style-type: none"> Discovery was not completed on all business processes for all Agencies, and the impact to processes performed inside ADV4 is still incomplete. 	<ul style="list-style-type: none"> Consider holding department or Agency-specific office hours, with project representatives from the departments, so staff can get their questions from SMEs about how their work will be impacted. 	<ul style="list-style-type: none"> An ever growing FAQ page has been created to address/answer all of the questions that have been streaming in from end-users and other stakeholders. This is readily available for anyone interested on the Training SharePoint site. 		Open	P	M



Resources



122	<ul style="list-style-type: none"> Completion of data warehouse requirements for go-live are at risk. The data warehouse team has 340 assigned story points to complete for Phase 1a, this includes 61 backlogged story points and 147 story points in "Review" status. The average velocity for the data warehouse work was 30 during the last PI. There is no documented plan for completion of the remaining working during the next PI increments. 	<ul style="list-style-type: none"> Identify a contingency plan to identify what is needed for MVP at go-live and focus on prioritizing the workstream based on impact and need. 	<ul style="list-style-type: none"> As of 11/14/24, the Data Warehouse Team has 21 story points still in progress. All other story points are either completed, in code review, or in testing. 		Monitor	H	C
128	<ul style="list-style-type: none"> Environment updates are lagging, impacting the ability of the technical and functional teams (especially payroll) to perform planned work on schedule. 	<ul style="list-style-type: none"> Identify the root cause with CGI, why environment updates and management is not being executed timely and consistently, remediate as quickly as possible. 	<ul style="list-style-type: none"> OPM has discussed this issue with CGI, who informed OPM that this was a temporary oversight and will not be an issue going forward. OPM and CGI will also be actively monitoring this item going forward. 		Open	**	C
129	<ul style="list-style-type: none"> After go-live, updating environments and management of those updates and related scheduling of testing and resources is critical to the ongoing success of the implementation. 	<ul style="list-style-type: none"> When building the governance and production support plan adequate provisioning of resources to plan and support environment updates should be included. 	<ul style="list-style-type: none"> OPM thanks Plante Moran for the guidance. We will relay this information to CGI. This work will also be detailed on the upcoming governance plan. 		Open	**	**

* As item is an Issue, Probability is not applicable

**As item is an Action, Probability and Severity are N/A



Appendices



Legend for Observations & Recommendations



Certainty	C	Risk will occur
High Probability	H	Risk is very likely to occur
Probable	P	Probable
Unlikely	U	Risk not expected to Occur
Remote	R	Risk extremely unlikely to occur

Critical	C	Critical/Devastating impact to the project that requires immediate attention and action
Significant	S	Critical/Devastating impact to the project that requires immediate attention and action
High	H	Considerable impact to project that needs prioritized attention
Medium	M	Moderate impact on project but without high priority
Low	L	Minimal impact on project that may be acceptable without extensive mitigation efforts



RAID Approach



Risk Log	Risks are events that may occur over the course of the project that could have adverse or detrimental effect on overall success
Action Log	Actions are the things that need to be done throughout the duration of the project and should be communicated to stakeholders
Issue Log	An issue is an unexpected event happening in the present moment with a potential negative impact on reaching goals
Decision Log	Decisions that need to be made over the course of the project should be communicated with stakeholders and memorized

L = Low	Item is less important at this time
M = Medium	Item is usually necessary but are not the most important item at present
H = High	Items is critical to address currently

L = Low	Item will not materially affect the usability of the system
M = Medium	Item may impact some portion of the usability of the system but not the overall ability to go live
H = High	Item may impact the ability to go live if not mitigated



Thank you