

Motorist Modernization

Motorist Modernization Advisory Board – Phase II Monthly Meeting
February 12, 2019
Neil Kirkman Building, Conference Room B-202
2900 Apalachee Parkway, Tallahassee Florida 32399
2:30 – 4:00 p.m., EST

Invitees

Stephen Boley
Lt. Jason Britt
Diane Buck
Jay Levenstein
Steve Burch
Lisa Cullen
Sherri Smith
Det. Sgt. Ivan Doobrow
TBD

Representing

DHSMV
DHSMV
DHSMV
DHSMV
DHSMV
Florida Tax Collectors
Florida Tax Collectors
Law Enforcement
Law Enforcement

Agenda

- Roll Call
- Welcome
- Review and Approval of Last Meeting Minutes
- IV&V Update
- Stakeholder Outreach Update
- Policy and Decisions Review
- MM Phase II Program Update
 - Financial Review
 - Project Updates
- Communications Update
- Q&A
- Adjourn

MOTORIST MODERNIZATION ADVISORY BOARD PHASE II

Monthly Meeting Minutes Kirkman Building Conference Room B-202 January 8, 2019 2:30 to 4 p.m., EST

WELCOME AND INTRODUCTIONS

- The meeting was called to order at 2:27 p.m. Terrence Samuel began the meeting by welcoming members and visitors and proceeded with the roll call of board members.

Advisory Board Phase II members included

- Stephen Boley DHSMV
 - Steve Burch DHSMV
 - Lt. Jason Britt DHSMV (via phone)
 - Diane Buck DHSMV (via phone)
 - Jay Levenstein DHSMV
 - Lisa Cullen Florida Tax Collectors
 - Sherri Smith Florida Tax Collectors (via phone)
 - Det. Sgt. Ivan Doobrow Law Enforcement (via phone)
- Additional DHSMV members present included – Terrence Samuel, Kristin Green, Koral Griggs, Cathy Thomas, Cheryl Dent, Laura Freeman, Jessica Espinoza, Chad Hutchinson, Craig Benner, Janis Timmons and Judy Johnson.
 - Visitors present included – Alyene Calvo and Colin Stephens from Ernst & Young, and Nathan Johnson and Michelle McGinley from Accenture. Andrew Bell and Brandon Shelley from Florida Auto Tag Agencies, Bob Priselac from Title Tech, Joe De La Viesca and Somay Farias from FAMSP, Ian Yorty from Grant Street, Michael Samaan from Auto Data Direct and Carole Jean Jordan from Florida Tax Collectors also attended.

REVIEW OF MEETING MINUTES

- Cheryl Dent reviewed the meeting minutes from December 11, 2018. There were no corrections identified. A motion to approve the minutes was accepted by the board members and the December 11, 2018, meeting minutes were approved.

IV&V UPDATE

- Alyene Calvo presented an IV&V update for Phase II. The overall risk state was green. There were no open deficiencies to report. The Schedule Performance Index (SPI) was .897 due to Uniface tasks. The program was within the established performance thresholds. 15 out of 1,430 tasks were late. The program completion date is projected to be 385.1 days late due to the low SPI. The Schedule Quality Score was 96.2.
- Mr. Samuel stated these Uniface tasks include documenting how the system is currently behaving, presenting this information in meetings and working with the business side.

STAKEHOLDER OUTREACH

- Cathy Thomas stated meetings with the tax collector SMEs and the All-Hands Meeting will be held during the week of January 14, 2019.

- Mr. Samuel stated Phase II Focus Group Meetings will be scheduled soon.

POLICY & DECISION REVIEW

- POR02 – Defining Scope of Fleet Services – Judy Johnson stated this item was discussed at the ESC meeting on December 13. The ESC agreed to allow for bulk processing of titles. She stated this item would now be closed.
- POR04 – Casual Title Transactions Through MyDMV Portal – Ms. Johnson stated the request for processing title transfers has been approved by the ESC. The ESC also approved the use of the eOdometer. The team will work with BIO and Julie Larsen to develop procedures. She stated this item would now be closed.
- POR06 – Authentication and Transaction Services Offered in Phase II Kiosk Solution – Ms. Johnson stated the team is waiting for a meeting to be scheduled to discuss this item.
- POR07 – Request to Allow Biennial Registrations on Tribal Registrations – Ms. Johnson stated this item was discussed with the ESC and legal is reviewing the statutes for this.
- POR08 – Request to Allow the Issuance of Permanent Decals for Tribal Registrations – Ms. Johnson stated the team is waiting on feedback from the tribe managers to see if they are interested in permanent decals.
- POR09 – Current Fleet Maintenance Process – Ms. Johnson stated the Fleet Maintenance process currently does not enforce the minimum number of vehicles required by statute. The team would like to enforce this requirement and not allow fleet companies who do not meet the requirements to renew their vehicles under the fleet program. The board suggested we educate and correct this issue before we start enforcing. They also suggested we send out compliance letters to inform the fleets and then re-address again later. She stated stats were run and out of 120 active fleets, 64 were compliant. This item was discussed with Robert Kynoch and is currently under review.
- POR10 – Parking Permit Eligibility – Ms. Johnson stated the procedure states that a “valid” DL/ID card is required to issue a parking permit. The team would like to know if “valid” in this instance means not expired and no sanctions. The procedure also states that a business can have additional parking permits up to the number of vehicles owned. The current FRVIS system does not enforce the maximum requirement. The team would also like to know if we should enforce this in the new system.
 - Lisa Cullen stated the sanction would only be against their ability to drive. Since the person would need a parking permit due to a handicap situation, she believes we should allow the issuance of a parking permit while still requiring them to have their DL/ID card.
 - Sherri Smith agreed with allowing the issuance of a parking permit in these instances. She asked if the team had any stats for the amount of parking permits issued to businesses.
 - Ms. Johnson stated the team would obtain stats for the amount of parking permits issued to businesses and how many are out of compliance. She stated they would present these to the ESC.
 - Diane Buck suggested keeping an inventory list of vehicles the businesses are currently using.
 - Ms. Johnson stated the team would obtain the stats first, then reach out to the businesses who are not in compliance and see what their reasoning is for having numerous parking permits.
- REG05 – Should the system perform an NMVTIS and NLETS check on registration-only transactions? – Ms. Thomas stated the team decided to just do a NMVTIS call for this. The team also decided on using the web service solution. She stated she will schedule a follow-up conference call with AAMVA. Boyd Dickerson-Walden recommended sending an official

correspondence document to AAMVA to review the new use cases we are requesting for the Title and Registration team. Robert Kynoch would take the lead on this. She stated this item would now be closed.

- Ms. Cullen asked if NMVTIS is down, would that stop the registration?
 - Ms. Thomas stated it would not stop the registration.
- REG06 – Specialty Plate Voucher Transactions – Ms. Thomas stated the team would like to design a transfer specialty plate voucher transaction for the eligible person to redeem the voucher, transfer the voucher back to original purchaser, or provide refund, if eligible. She stated the ESC agreed with creating a transfer specialty plate voucher transaction. This item would now be closed.
- REG07 – Decision on whether to make it easier for dealers to process more than one original dealer plate transaction at a time (ex. bulk issuance) – Ms. Thomas stated the ESC had no issue with this if we have a way to keep track of how many plates the dealer has already received and make sure they follow their GLI plate limits. This item would now be closed.
- REG08 – Decision on whether a scanned coversheet should be required to be printed for every registration correction – Ms. Thomas stated the ESC agreed to print a scan coversheet only on the corrections that require backup documentation to be scanned. A prompt stating, "A scan cover sheet is required for this transaction," or, "Transaction requires scanned documents," would be used. This item would now be closed.
- TLE05 – Decision on whether the tax collector offices will be able to create MVR reports for the customers to purchase in the office – Ms. Thomas stated the ESC recommended to keep the MVR reports processed through the department, and not in tax collector offices. This item would now be closed.
- TLE06 – Print Electronic Title for Dealer – Ms. Thomas stated the procedure allows the dealership to take the title in their name and print the electronic title at the same time for a \$10 fee. The team would like to make the dealership pay the title transfer fee if they want to change the ownership into their name. The department would receive the transfer title fees if we required them to do two separate transactions. The ESC recommended no change to the current procedure. This is not considered an actual title transfer due to the title being in an electronic status. The dealers can currently do this on Virtual Office for \$2.50. This item would now be closed.
- DS02 – Will we continue to send the supporting documents to Tallahassee or will the regional offices scan the documents in the offices? – Ms. Thomas stated the ESC decided scanning will be performed in Tallahassee. This item will now be closed.

LEGAL OPINION REVIEW

- Ms. Thomas stated the Title team needed clarification on the procedure and statute for Surviving Spouse Transfer. The team would like to know if this statute exempts mobile homes, vessels and vehicles that run only upon a track, bicycle, swamp buggies or mopeds. They would also like to know if this statute is specifically for a motor vehicle solely. The team discussed the statute (S319.28) would be amended to include mobile homes and vessels and transfer of registration at no fee, but this has not occurred, yet, as far as the team is aware. The procedure that covers this is TL-18. Legal will review this item further.

FINANCIAL REVIEW

- Janis Timmons presented a Phase I and II financial review. The Phase I budget is \$7.5 million with \$4.3 million expended as of December 31. There was a 0 percent variance with \$3.2 million in remaining funds. The budget for Phase II is \$5 million with \$2 million expended as of December 31. There was a 0 percent variance with \$2.9 million in

remaining funds. The team is working on finalizing Phase I and Phase II legislative budget requests for 2019 – 2020.

PHASE II PROJECT UPDATE

- Nathan Johnson stated the Dealer License team is currently working on installer licensing and consumer complaints for Increment 2. This is due to be completed by February 20. The Portal/Fleet team was working on closing Increment 1 and beginning Increment 2. The IFTA/IRP team completed their draft requirements for ITN for Increment 1 and are transitioning into Increment 2. The Title team was working on remaining title transactions, stops and ELT provider maintenance for Increment 2. The Registrations team was working on additional transactions for Increment 2. The Globals/Batch/Inventory team was working on common reports and cashiering for Increment 2. The first increment of the release plan is complete. This would be presented at the All-Hands Meeting next week. Mr. Johnson stated there would be upcoming deliverables for Phase II as well.

COMMUNICATIONS UPDATE

- Ms. Thomas stated the team had a conference call with the ELT vendors and to review the survey results. They received positive feedback overall.
- Mr. Samuel stated the team is in the process of scheduling an Industry Focus Group meeting. The list of various industries was previously presented to the ESC for review. He stated revisions were made to the list and would be presented at the next ESC meeting.

Q&A

- Bob Priselac requested clarification on Enterprise being able to perform a batch job versus an individual job. He asked if this would be available for Enterprise only or everyone?
- Ms. Johnson stated originally LPA used a screen scrape technology. The team wanted to create a webservice to process those transactions. She stated meetings still need to be held with Robert Kynoch to further discuss. She stated we received a request to do this from Enterprise as well, but it has not been defined who exactly would have access to the webservice, yet.
- Mr. Priselac stated he was not in favor of just one company gaining access to the webservice.
- Andrew Bell requested clarification on the differences between the webservice to be created and the current EFS system.
- Mr. Samuel stated he would discuss these questions and concerns with the ESC and during the Industry Focus Group meeting as well.
- Ms. Cullen asked if we will plan for delays if there is a statutory change in programming for Phase II.
- Mr. Samuel stated legislative changes made during the requirements phase do not impact as much as changes made after development is already completed. He stated the team intends to research and plan for these delays as much as possible.
- Ms. Cullen asked if we would handle changes to be made in EFS.
- Mr. Samuel stated changes to EFS are currently being worked on by the Operations team. He stated Terry Rhodes has stressed we keep Blueprint updated with these legislative changes. Then, the Operations team can refer to Blueprint when they begin implementing additional changes in the future.

ADJOURNMENT

- Mr. Samuel adjourned the meeting at approximately 3:15 p.m.
- The next Advisory Board Phase II Meeting is scheduled for February 12, 2019.

Note: Handouts at this meeting included:

Consolidated in a meeting packet and emailed to members:

MM Advisory Board Phase II Agenda	1 Page
MM Advisory Board Phase II Meeting Minutes (12/11/18)	4 Pages
MM Phase II IV&V Update	31 Pages
MM Phase II Decision Log	7 Pages
MM Phase II Legal Opinion Log	6 pages
MM Phase II Financials	9 Pages
Phase II Traffic Light Report	1 Page

Motorist Modernization Program (Phase II)

State of Florida Department of Highway Safety
and Motor Vehicles (DHSMV)

Independent verification and validation (IV&V)
Monthly Assessment Report Summary
December 2018

27 January 2019



Building a better
working world

Topics for discussion

- ▶ General IV&V overview
- ▶ Overall risk state and trending
- ▶ IV&V ratings summary
- ▶ Key indicators
- ▶ Status of key deficiency recommendations
- ▶ Overall performance
- ▶ Project complete date slippage
- ▶ Forecast milestone slippage
- ▶ Open deficiencies and actions
- ▶ Process improvement recommendations
- ▶ Upcoming IV&V activities
- ▶ Supporting information
 - ▶ Summary of changes
 - ▶ Open deficiencies
 - ▶ Project milestones
 - ▶ Late tasks
 - ▶ Project schedule quality
 - ▶ Project budget

Data contained in this MAR is as of 15 January 2019

General IV&V overview

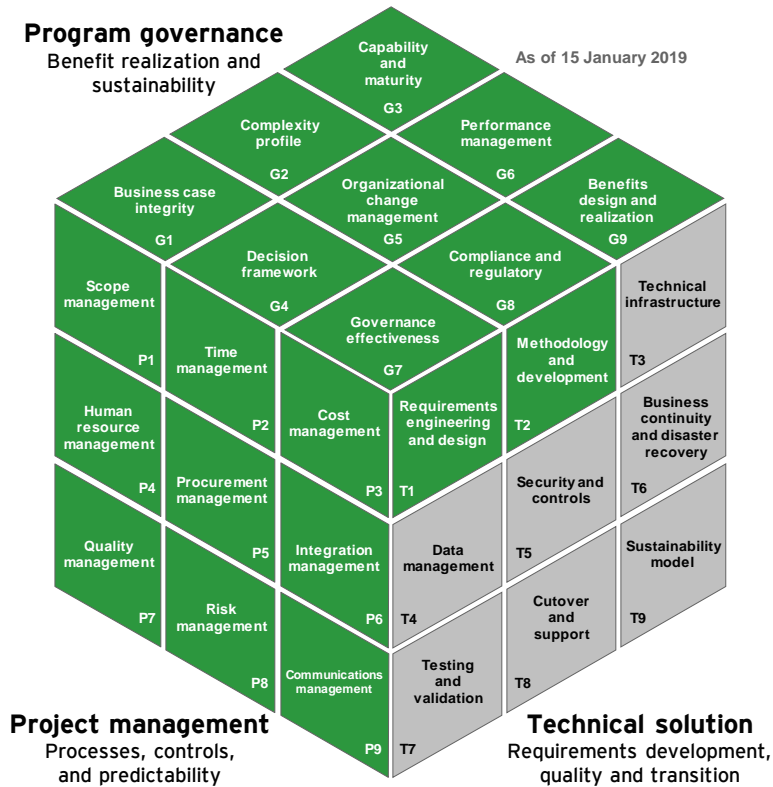
Overall IV&V risk state:

Green

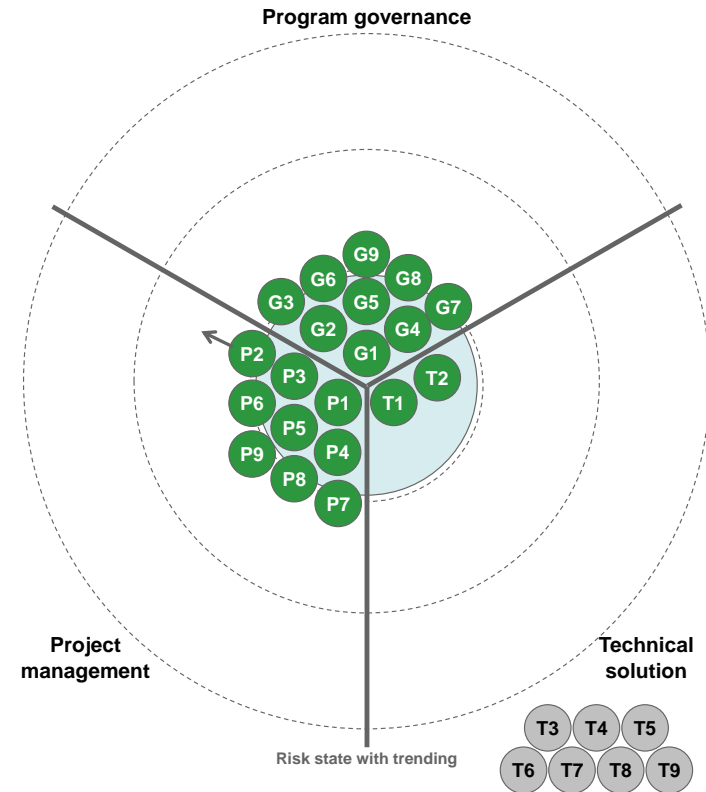
- ▶ There are no open IV&V deficiencies
 - ▶ No additional facets evaluated
 - ▶ No new deficiencies identified since the last report
- ▶ The Program is within established schedule performance thresholds
 - ▶ The schedule performance index (SPI) is 0.890
 - ▶ 23 of 1,433 total tasks (1.61%) contained in the project schedule are late
 - ▶ 09 of 369 total tasks (2.44%) for the current period are late
- ▶ The Program is within established cost performance thresholds
 - ▶ The cost performance index (CPI) is 1.003
 - ▶ The Program is currently on budget based on provided budget and spending information
- ▶ The Program is behind schedule
 - ▶ The program completion date is forecast to be 06 June 2025, 688.4 days late
 - ▶ Future milestones are projected to be completed behind schedule
 - ▶ The amount of time the project is behind schedule is increasing

Overall risk state and trending

Risk state of the MM Program (Phase II)



Risk state with trending



Indicates that the area being assessed has critical issues that will result in significant risk to the project most likely resulting in either the inability to achieve the outcomes, inability to meet the projected schedule, or a significant cost over-run. Requires immediate action.



Indicates that the area being assessed has issues that need to be resolved; inefficiencies exist. Current process/method can be used with refinement.

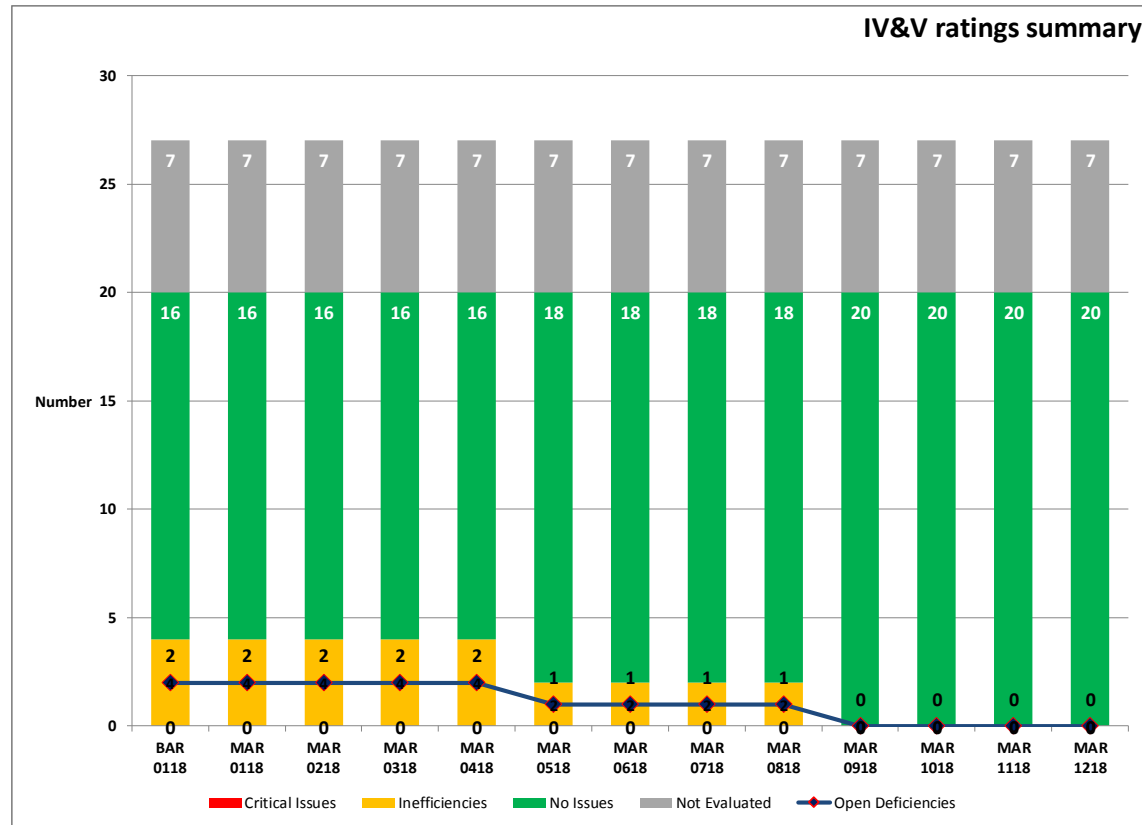


Indicates that the area being assessed did not have significant issues to report. Continued monitoring should be performed.



Indicates that the area being assessed has incomplete information available for a conclusive finding or is not applicable.

IV&V ratings summary

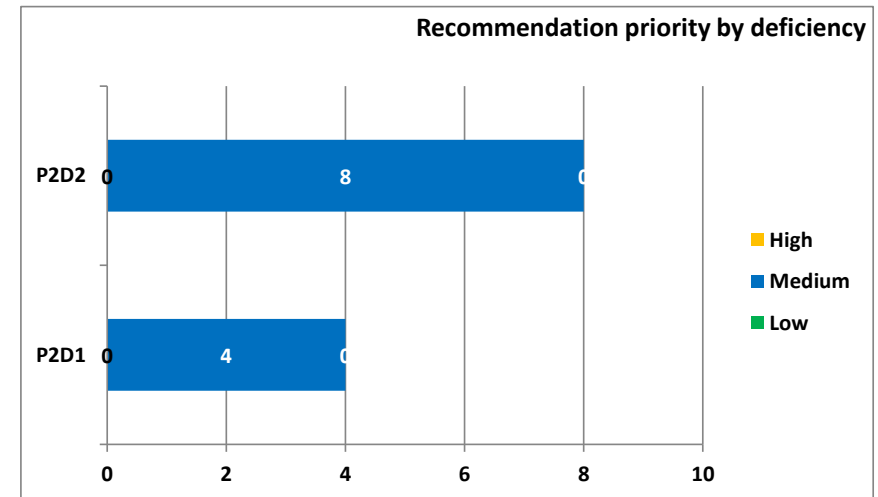
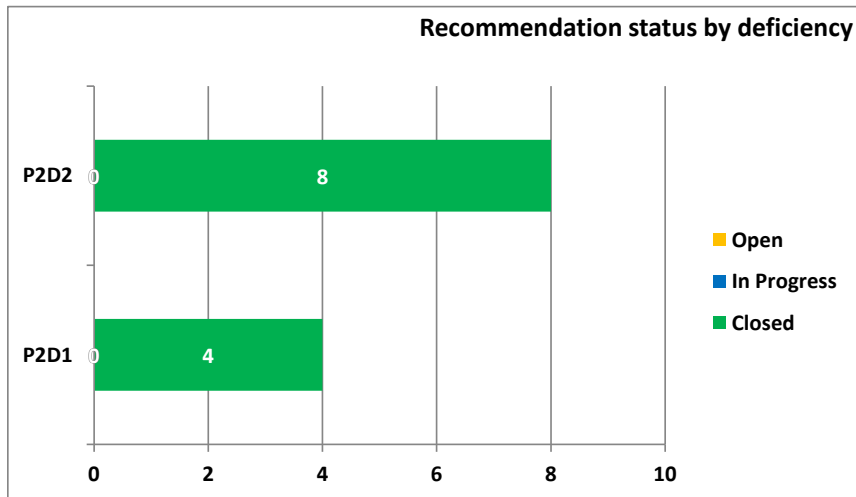
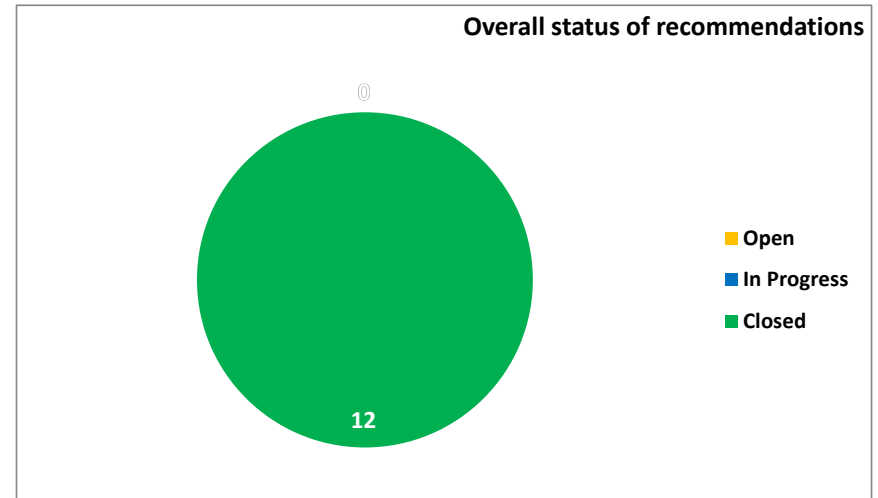
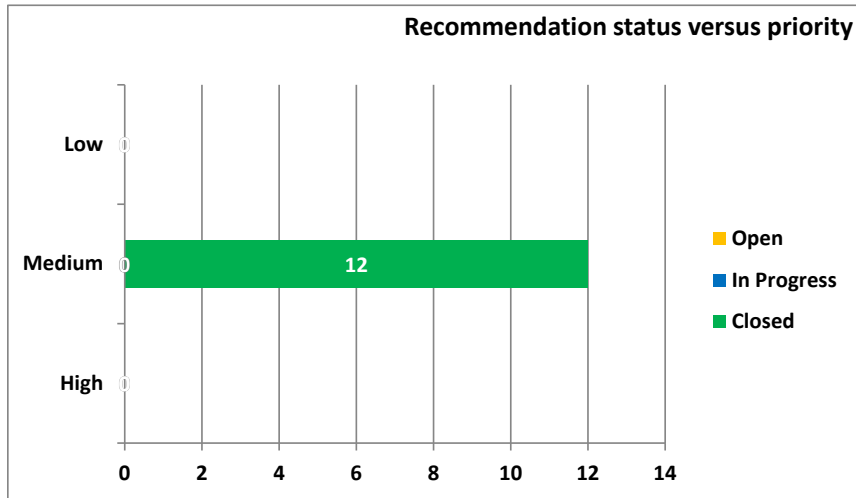


- This chart shows a summary of the IV&V cube facet ratings (red, amber, green and gray), and open deficiencies.
- Facet risk rating totals are as follows:
 - Red (critical issues): 0
 - Amber (issues): 0
 - Green (no issues): 20
 - Gray (not evaluated): 7
- Open deficiencies: 0
- Conclusions:
 - The MM Program Team has resolved all open deficiencies identified by the IV&V Team.

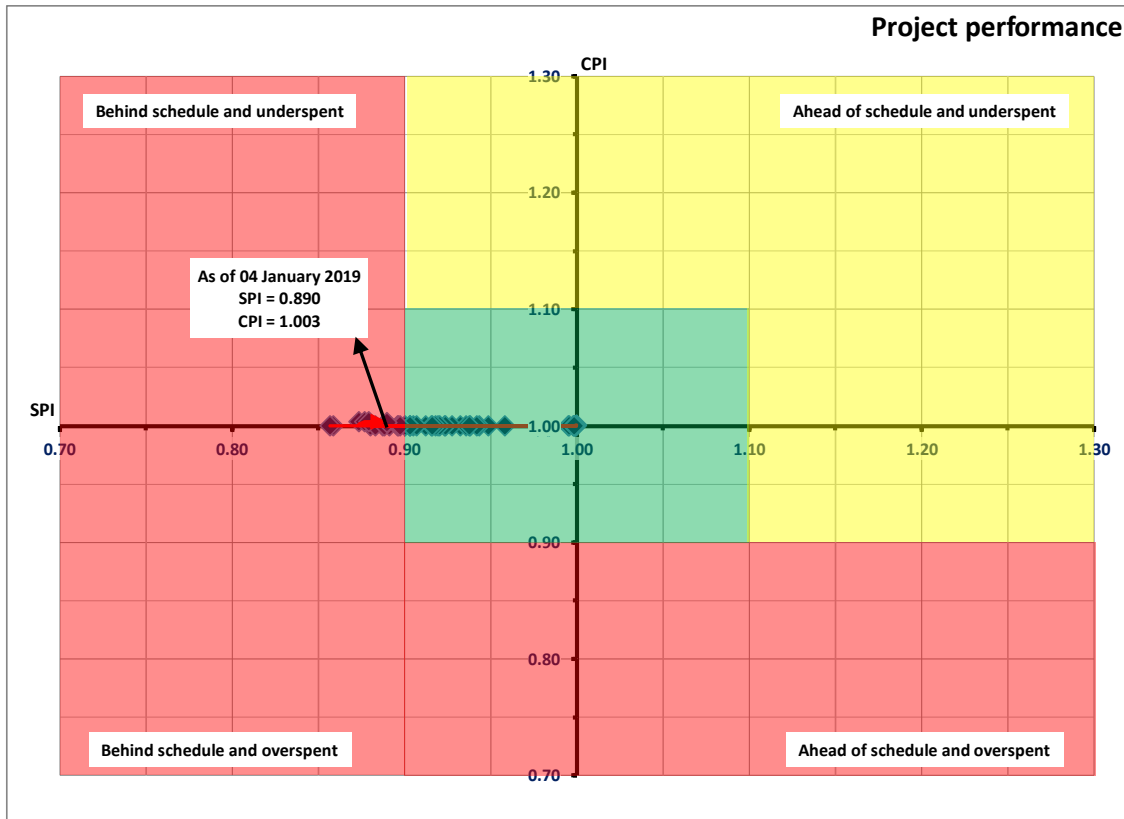
Key indicators

Indicator	Value	Comment
Is the project approach sound?	Yes	<ul style="list-style-type: none"> ▶ The overall project approach is based on industry leading practices, methodologies and tools that have been used for other DHSMV projects.
Is the project on time?	No	<ul style="list-style-type: none"> ▶ The Program is currently behind schedule. ▶ The schedule performance index (SPI) is 0.890 ▶ 23 of 1,433 total tasks (1.61%) contained in the project schedule are late. ▶ 09 of 369 total tasks (2.44%) for the current period are late.
Is the project on budget?	Yes	<ul style="list-style-type: none"> ▶ The Program is within established cost performance thresholds. ▶ The cost performance index (CPI) is 1.003. ▶ The Program is currently on budget based on provided budget and spending information.
Is scope being managed so there is no scope creep?	Yes	<ul style="list-style-type: none"> ▶ The work being completed as part of the MM Program (Phase II) is within the scope of the project as defined in the Schedule IV-B Feasibility Study.
What are the project's future risks?	Unknown	<ul style="list-style-type: none"> ▶ The MM Program Team has resolved all open deficiencies identified by the IV&V Team.
Are the project's risks increasing or decreasing?	Steady	<ul style="list-style-type: none"> ▶ The MM Program Team has resolved all open deficiencies identified by the IV&V Team.
Are there new or emerging technological solutions that will affect the project's technology assumptions?	No	<ul style="list-style-type: none"> ▶ New and emerging technologies were considered in the Feasibility Study. ▶ None have an adverse effect on the project's technological assumptions.

Status of key deficiency recommendations



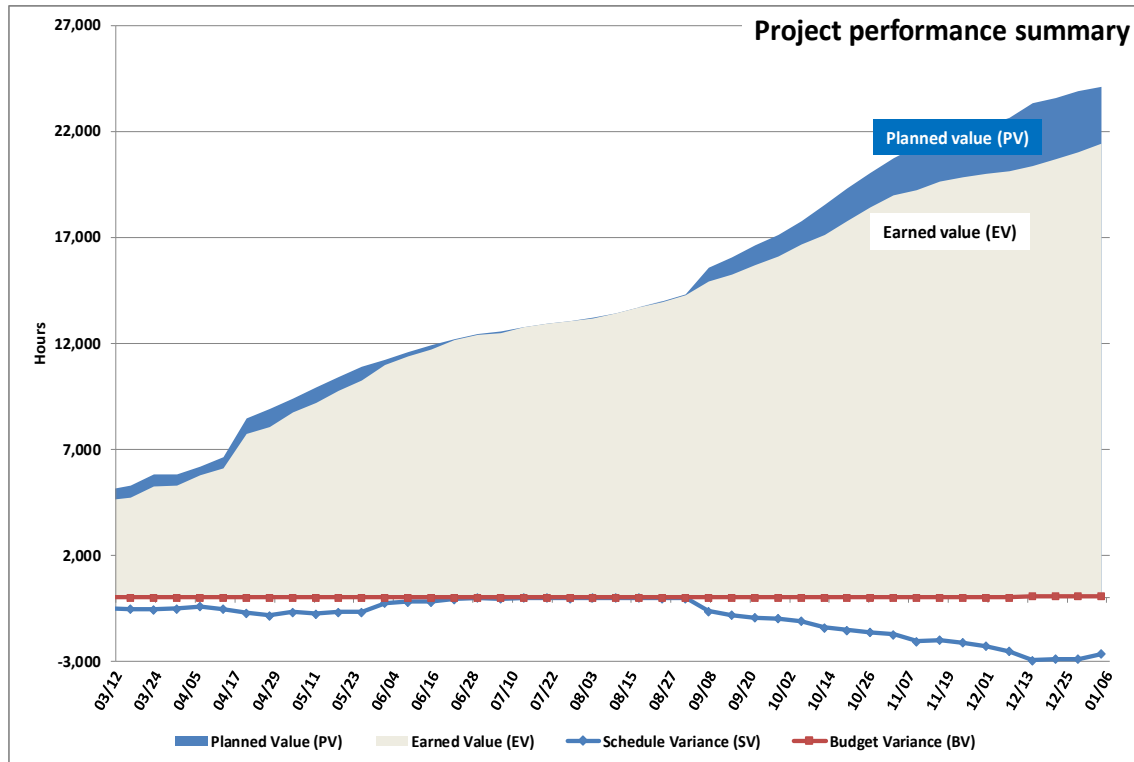
Overall performance



- This chart shows the SPI and CPI plotted as points against the tolerance ranges set up for the project.
- Summary:
 - Schedule performance has reached the established threshold and is trending behind.
 - Cost performance is within the established threshold.
- Conclusions:
 - The Program is currently behind schedule.

- ▶ Green area indicates within tolerance of +/- 10% for both SPI and CPI.
- ▶ Amber area indicates review is required and corrective actions may be necessary.
- ▶ Red area indicates out-of-tolerance and corrective actions are necessary.

Overall performance (continued)

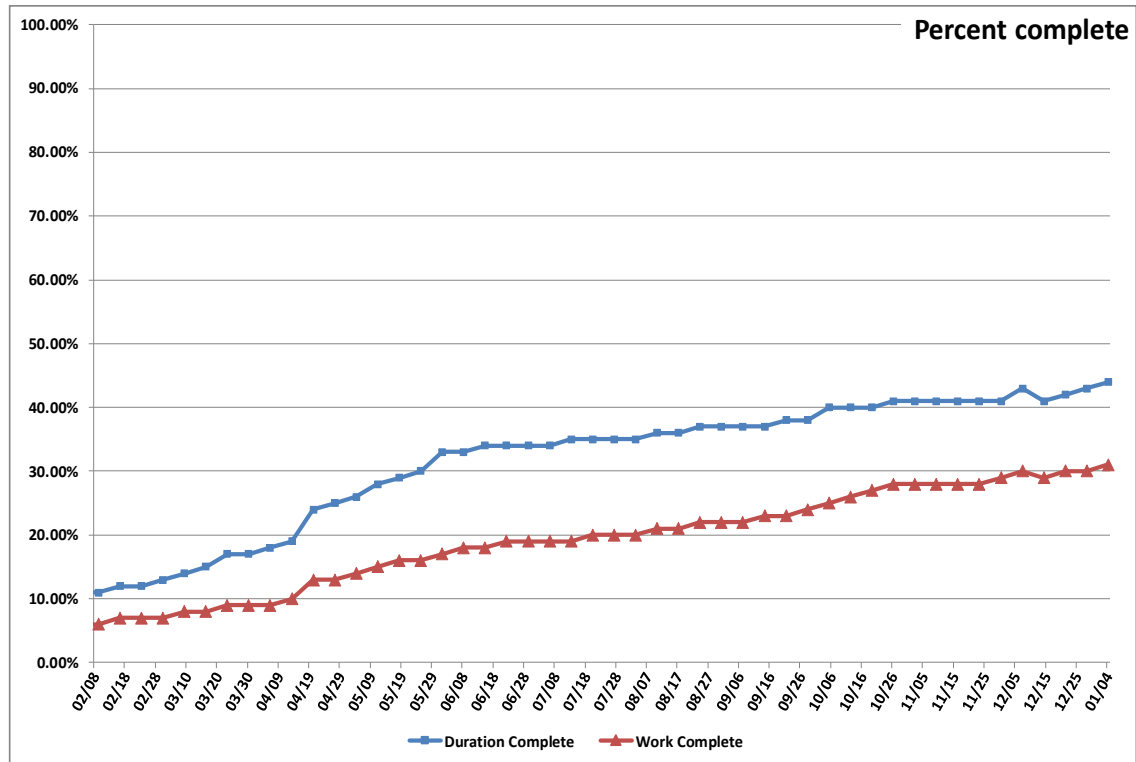


- This chart shows the cumulative planned value (PV) and earned value (EV) for the project.
- Summary:
 - Total EV is less than PV, indicating there is scheduled work that is not being completed.
 - The total amount of work not completed as scheduled is 2,661.9 hours.
- Conclusions:
 - The Program is behind schedule.

- ▶ Blue area indicates the cumulative PV as of the current reporting period.
- ▶ Grey area indicates the cumulative EV as of the current reporting period.

- ▶ PV is the work scheduled to be accomplished.
- ▶ EV is the value of the work actually performed.

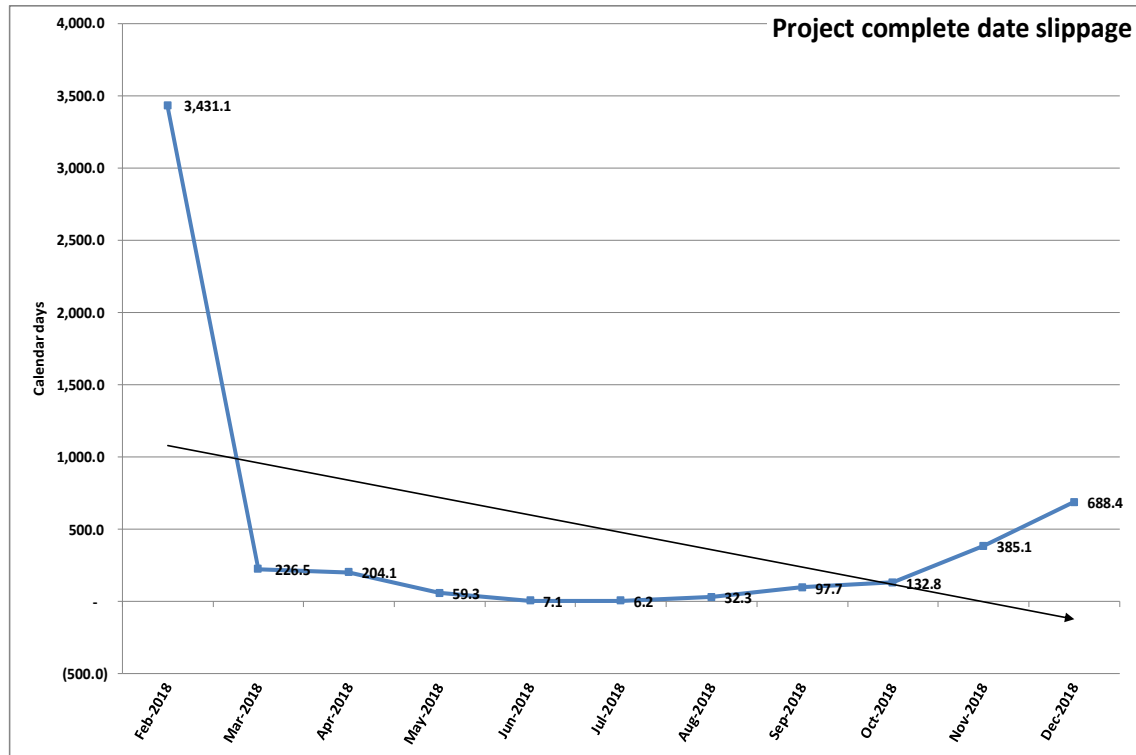
Overall performance (continued)



- This chart shows the percent complete for duration and work for the project.
- Summary:
 - Duration and work complete has been increasing since the beginning of the project.
- Conclusions:
 - None.

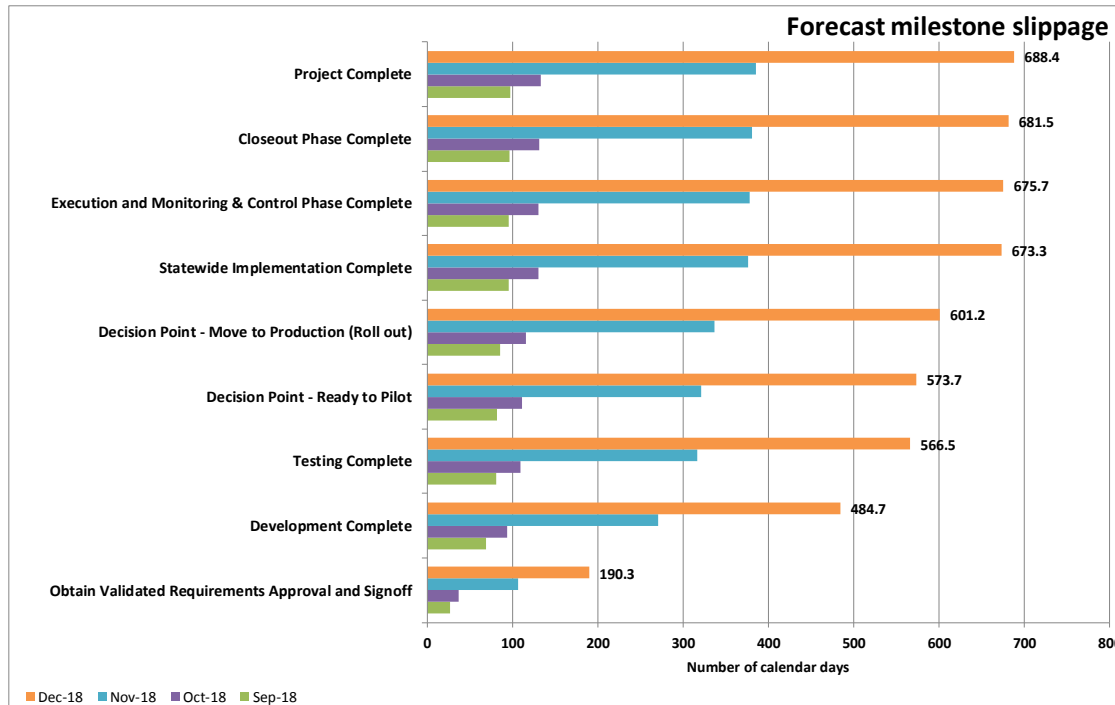
- ▶ Blue line is duration percent complete.
- ▶ Red line is work percent complete

Project complete date slippage



- This chart shows the forecast slippage of the project complete milestone based on historical performance using the schedule performance index (SPI).
- Summary:
 - The program is behind schedule.
- Conclusions:
 - The program completion date is forecast to be 06 June 2026 688.4 days late.
 - Future milestones are projected to be completed behind schedule.
 - The amount of time the project is behind schedule is increasing.

Forecast milestone completion



- This chart shows the projected completion dates for future milestones based on historical performance using the schedule performance index (SPI).
- Summary:
 - The program is behind schedule.
- Conclusions:
 - The program completion date is forecast to be 06 June 2025, 688.4 days late.
 - Future milestones are projected to be completed behind schedule.
 - The amount of time the project is behind schedule is increasing.

Open deficiencies and actions

Deficiency	Actions taken
▶ None	

Process improvement recommendations

Recommendation	Progress update / resolution	Status
<ul style="list-style-type: none">▶ The program team should perform a level of effort analysis on the remaining Uniface task and update the MM Program Schedule to provide an accurate reflection of the remaining work, allocated resources, and adjusted timeline.	<ul style="list-style-type: none">▶ DHSMV acknowledges this recommendation from IV&V. We are in the process of drafting a change request to address the Uniface tasks currently in the schedule. The current tasks in the schedule were created with the available information at the time (CR03), but through additional progressive elaboration new tasks have been identified and refined that more accurately reflect the Uniface effort and resources. The change request will be presented to ESC for approval to update the Phase II schedule	<ul style="list-style-type: none">▶ In progress

Upcoming IV&V activities

- ▶ Participate in IV&V and Program meetings
- ▶ Review draft and final MM Program materials provided to the IV&V Team
- ▶ Conduct interviews as required
- ▶ Schedule of immediate IV&V deliverables is as follows:

Deliverable	Planned draft	Planned final	Actual final	Comment
MAR – Jan 2018 (IVV-302AA)	02/14/2018	03/01/2018	02/26/2018	▶ Complete
MAR – Feb 2018 (IVV-302AB)	03/14/2018	03/29/2018	03/21/2018	▶ Complete
MAR – Mar 2018 (IVV-302AC)	04/13/2018	04/30/2018	04/20/2018	▶ Complete
MAR – Apr 2018 (IVV-302AD)	05/14/2018	05/30/2018	05/21/2018	▶ Complete
MAR – May 2018 (IVV-302AE)	06/14/2018	06/29/2018	06/21/2018	▶ Complete
MAR – Jun 2018 (IVV-302AF)	07/16/2018	07/31/2018	07/23/2018	▶ Complete
MAR – Jul 2018 (IVV-302AG)	08/14/2018	08/29/2018	08/29/2018	▶ Complete
MAR – Aug 2018 (IVV-302AH)	09/17/2018	10/02/2018	10/01/2018	▶ Complete
MAR – Sep 2018 (IVV-302AI)	10/18/2018	11/02/2018	11/02/2018	▶ Complete
MAR – Oct 2018 (IVV-302AJ)	11/14/2018	11/29/2018	11/30/2018	▶ Complete
MAR – Nov 2018 (IVV-302AK)	12/14/2018	01/04/2019	01/04/2018	▶ Complete
MAR – Dec 2018 (IVV-302AL)	01/15/2019	01/30/2019		▶ In-Progress

Supporting information

- ▶ Summary of changes
- ▶ Open deficiencies
- ▶ Project milestones
- ▶ Late tasks
- ▶ Project schedule quality
- ▶ Project budget

Summary of changes

Supporting information

Item	Description
Deficiencies addressed	▶ No deficiencies addressed since the last report.
New deficiencies	▶ No new deficiencies identified since the last report.
Risk ratings	▶ No risk ratings changed since the last report.
Maturity ratings	▶ No maturity ratings changed since the last report.
Interviews conducted	▶ No interviews conducted since last report
Artifacts received	▶ Numerous artifacts received.

Open deficiencies

Supporting information

Areas and implications	Recommendations	Actions taken
P2D1 – Incomplete program governance		
▶ No open deficiencies		

Project milestones

Supporting information

WBS	Title	Completion date				
		Original	Scheduled	Planned	Forecast	Actual
3.4.10	Obtain Validated Requirements Approval and Signoff	07/30/19	07/30/19	07/30/19	02/05/20	
3.5.14.5	Development Complete	12/03/21	12/03/21	12/03/21	04/01/23	
3.5.15.5	Testing Complete	07/29/22	07/29/22	07/29/22	02/15/24	
3.5.18.5	Decision Point - Ready to Pilot	08/19/22	08/19/22	08/19/22	03/14/24	
3.5.18.7	Decision Point - Move to Production (Roll out)	11/07/22	11/07/22	11/07/22	06/30/24	
3.5.18.12	Statewide Implementation Complete	06/05/23	06/05/23	06/05/23	04/08/25	
3.7	Execution and Monitoring & Control Phase Complete	06/12/23	06/12/23	06/12/23	04/17/25	
4.5	Closeout Phase Complete	06/29/23	06/29/23	06/29/23	05/10/25	
5	Project Complete	07/19/23	07/19/23	07/19/23	06/06/25	

1. Items highlighted are either currently late or projected to be late.
2. Original – Original contract completion date.
3. Scheduled – Scheduled completion date based on the latest schedule baseline.

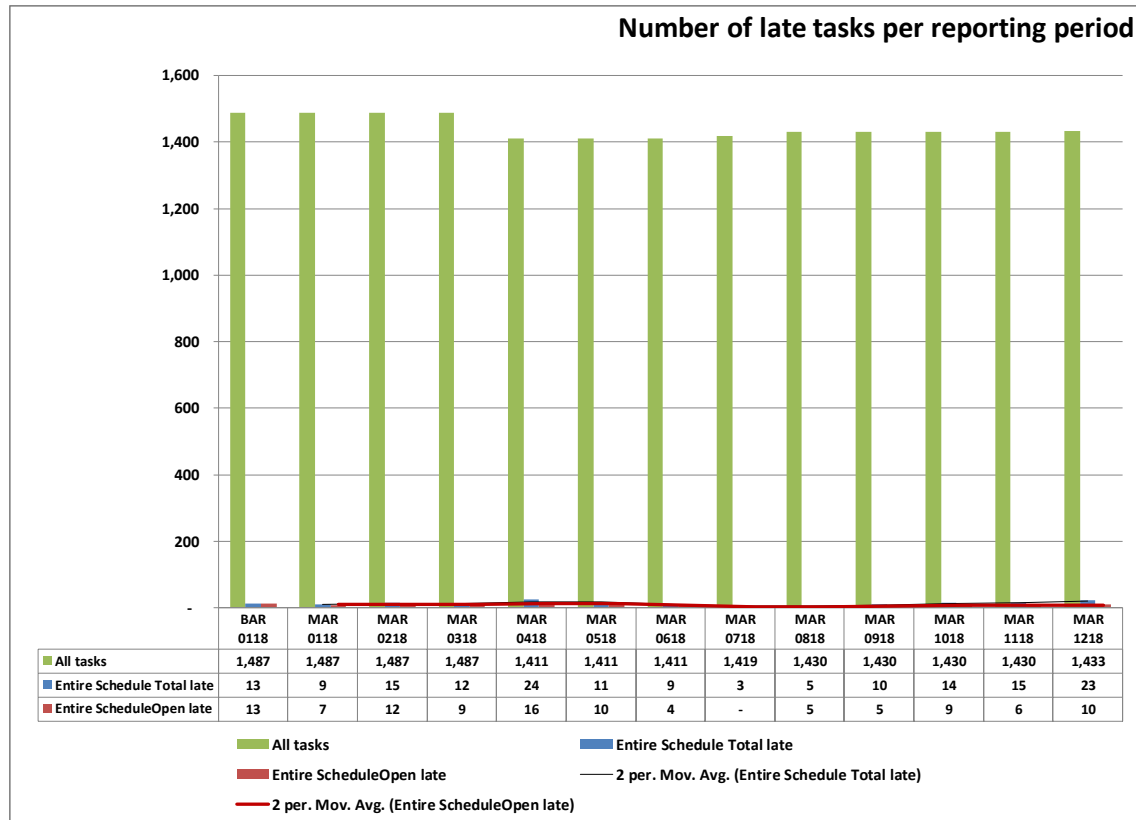
4. Planned – Planned completion date (should be the same as scheduled).
5. Forecast – Based on ES calculations and the current SPI.
6. Actual – The actual completion date

Late

688.4

Late tasks

Supporting information

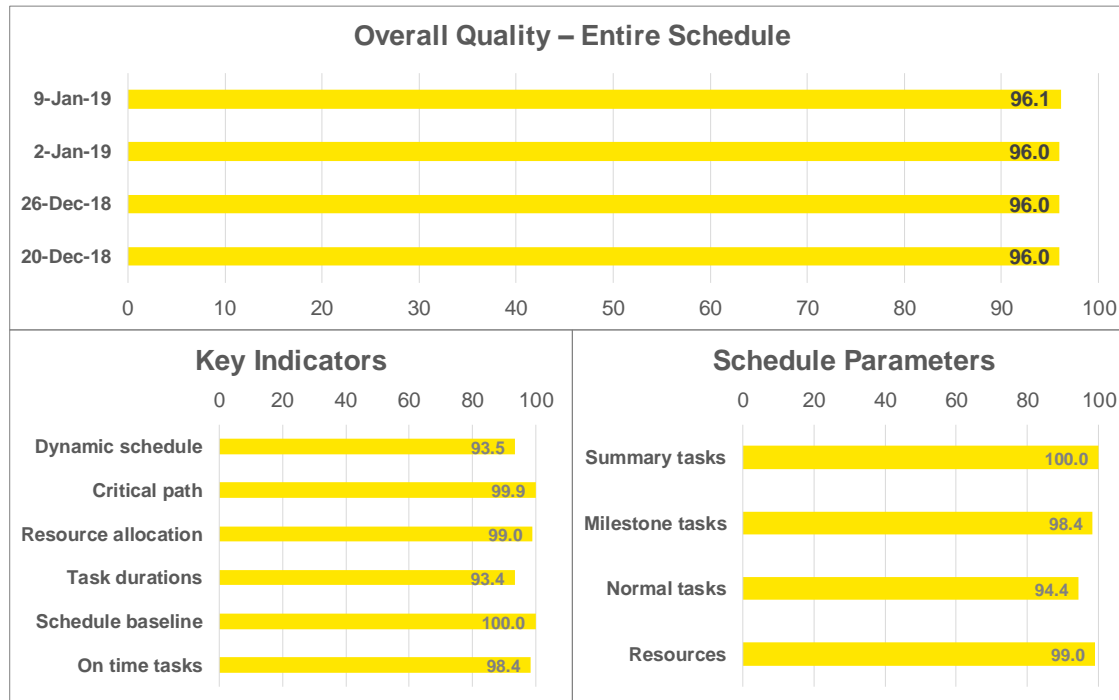


- This chart shows the number of tasks that are late for each of the IV&V reports for the following:
 - Total tasks late.
 - Tasks that are open (task completion percentage is greater than 0% and less than 100%).
- A task is automatically designated as “late” if it is not complete and the project status date is later than the baseline finish date for the task.
- Summary:
 - Total normal tasks: 1,433
 - Total tasks late: 23
 - Total open tasks late: 10
- Conclusions:
 - The total number of tasks designated as late is 1.61% of the total number of tasks.

Project schedule quality

Entire schedule: 9/19/2016 to 7/19/2023

Supporting information



- This chart shows the quality of the project schedule within each of the following areas:

- Overall quality with trending
- Key indicators
- Schedule parameters

- Summary:

- Overall quality: 96.1

- Conclusions:

- Overall schedule quality is consistent and excellent

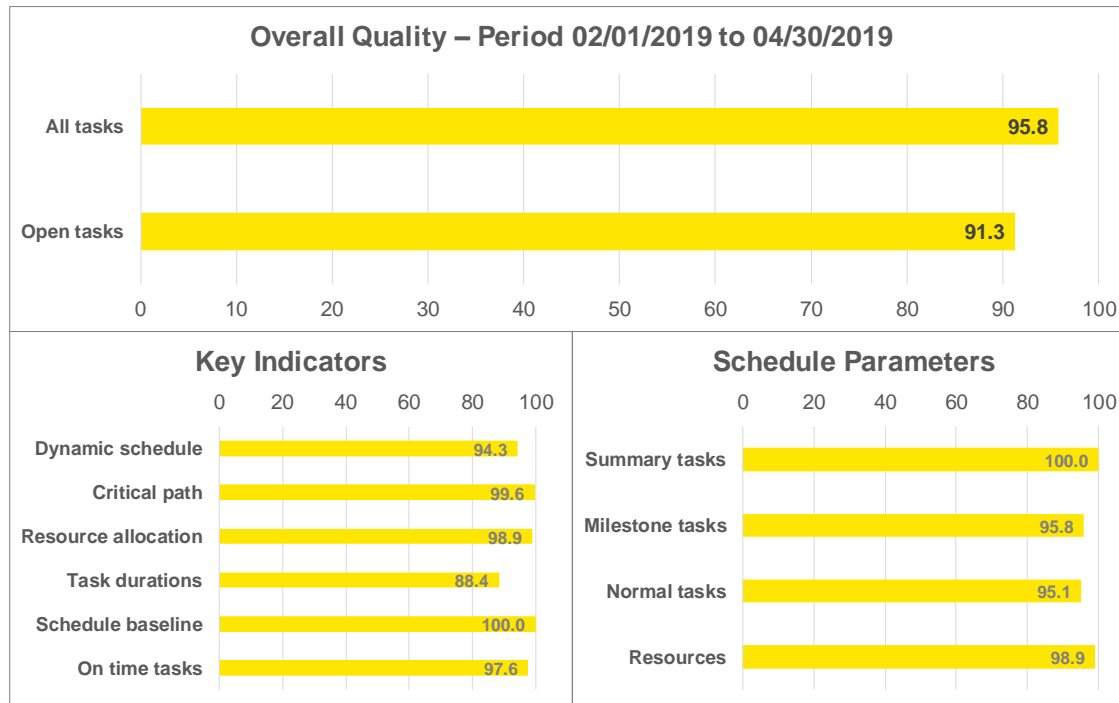
- ▶ Dynamic schedule – Task dependencies and constraints
- ▶ Critical path – Task dependencies
- ▶ Resource allocation – Resource assignments

- ▶ Task durations – Task durations other than 8 to 80 hours
- ▶ Baseline – Full baseline defined for all tasks
- ▶ On time tasks – Tasks that are not late

Project schedule quality

Period: 02/01/2019 to 04/30/2019

Supporting information



- This chart shows the quality of the project schedule within each of the following areas:
 - Overall quality with trending
 - Key indicators
 - Schedule parameters
- Summary:
 - Overall quality: 96.1
- Conclusions:
 - Overall schedule quality is consistent and excellent

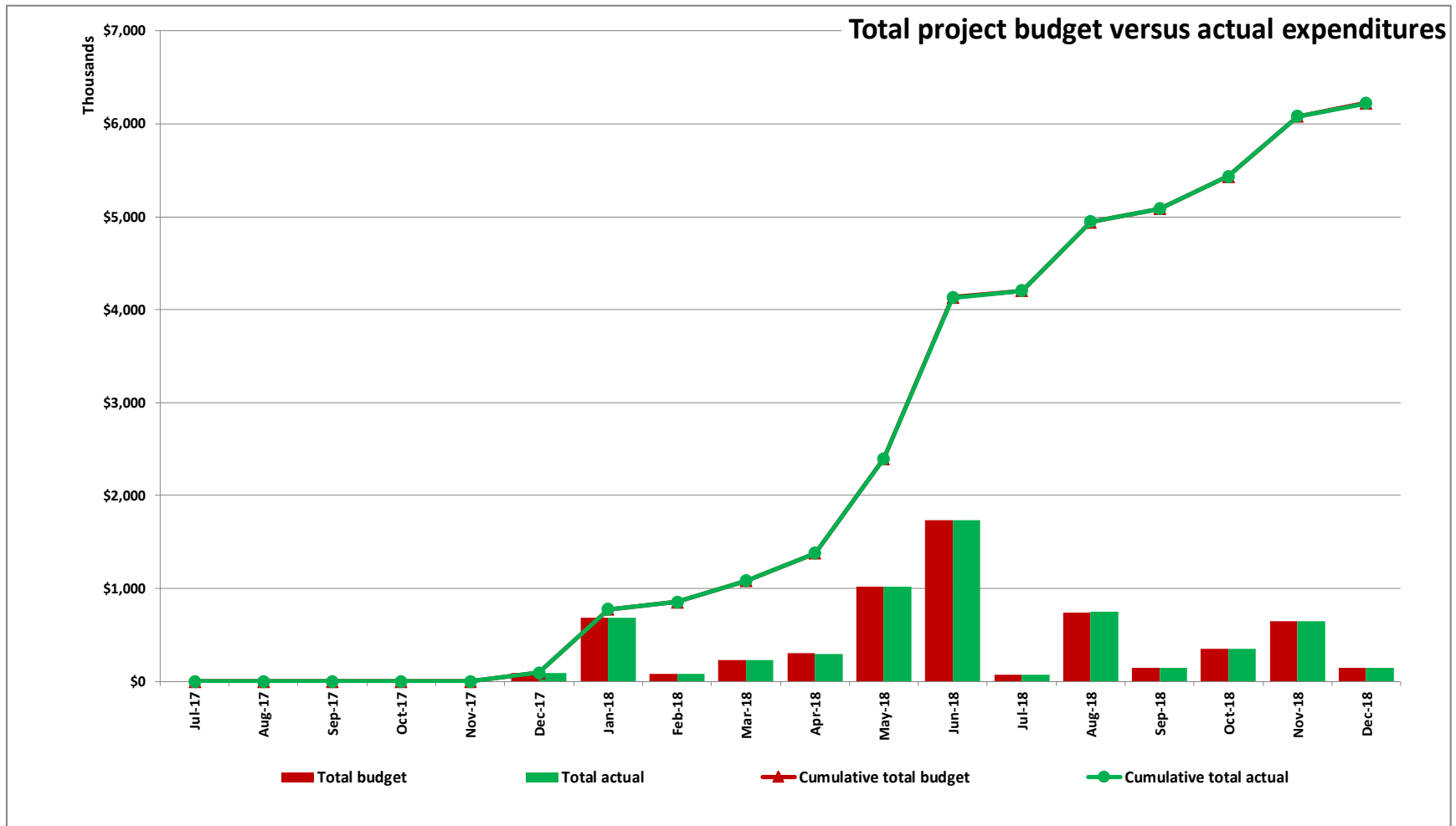
- ▶ Dynamic schedule – Task dependencies and constraints
- ▶ Critical path – Task dependencies
- ▶ Resource allocation – Resource assignments

- ▶ Task durations – Task durations other than 8 to 80 hours
- ▶ Baseline – Full baseline defined for all tasks
- ▶ On time tasks – Tasks that are not late

Project budget

Total project funding

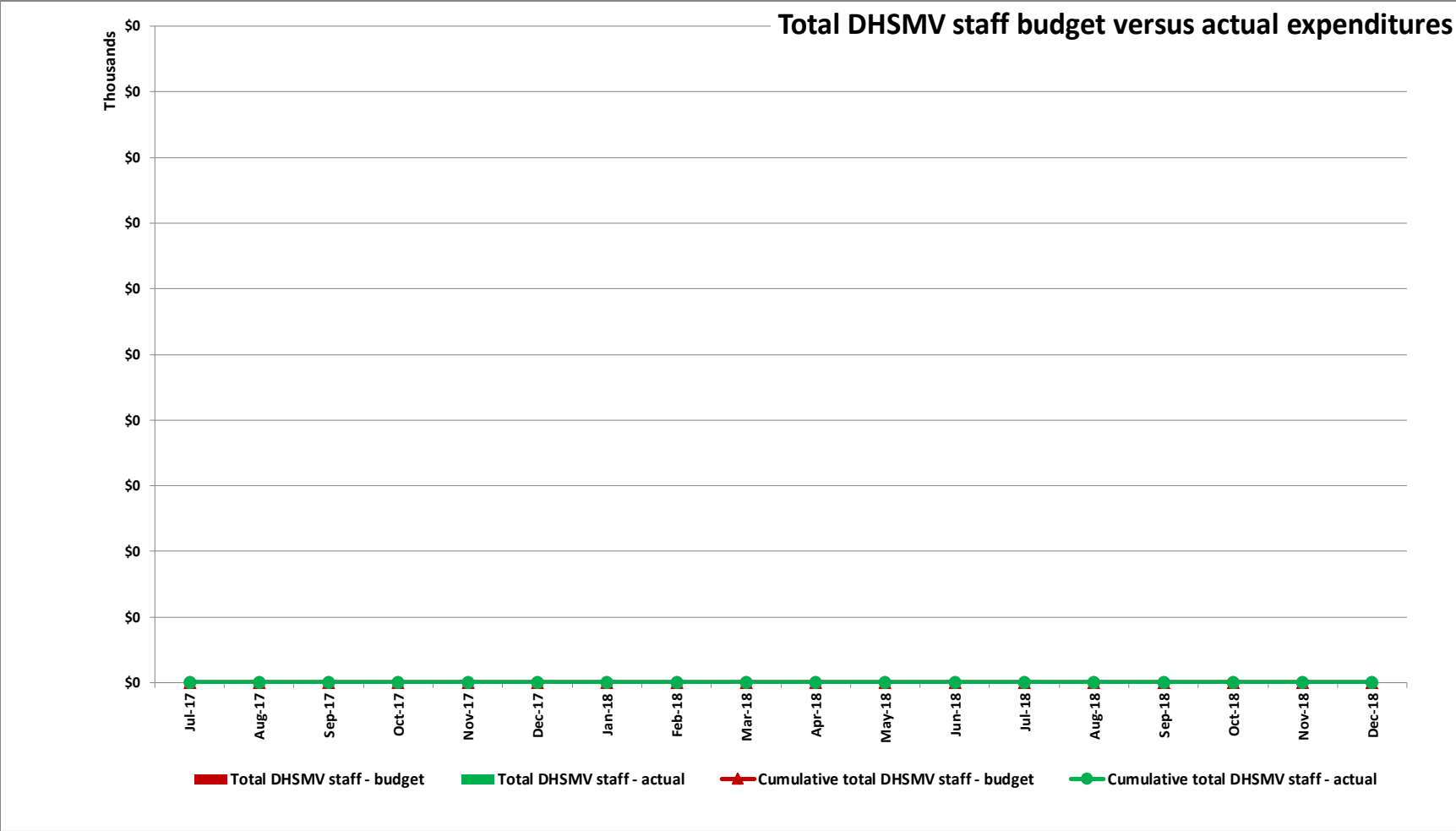
Supporting information



Project budget

DHSMV staff funding

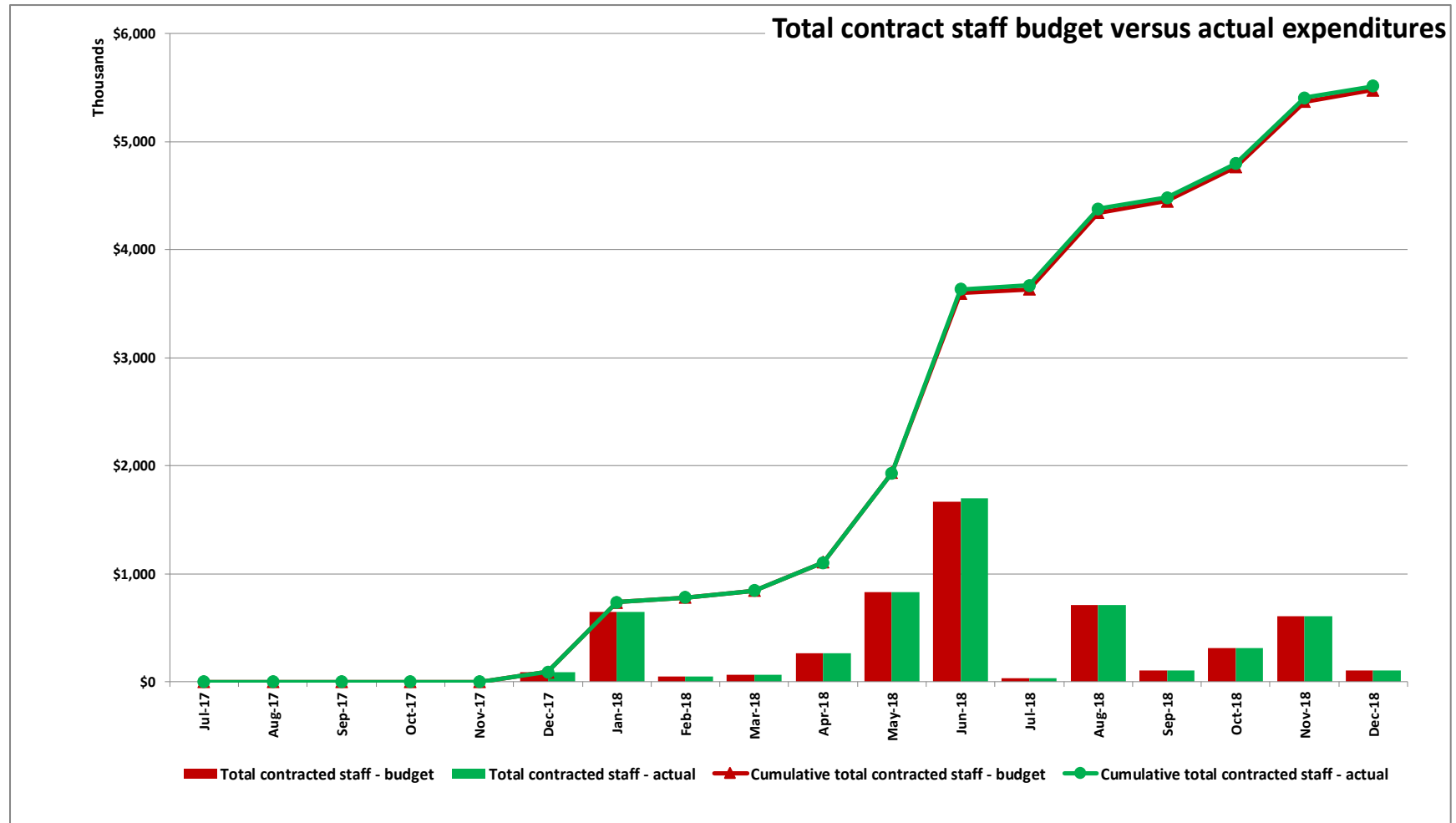
Supporting information



Project budget

Contract staff funding

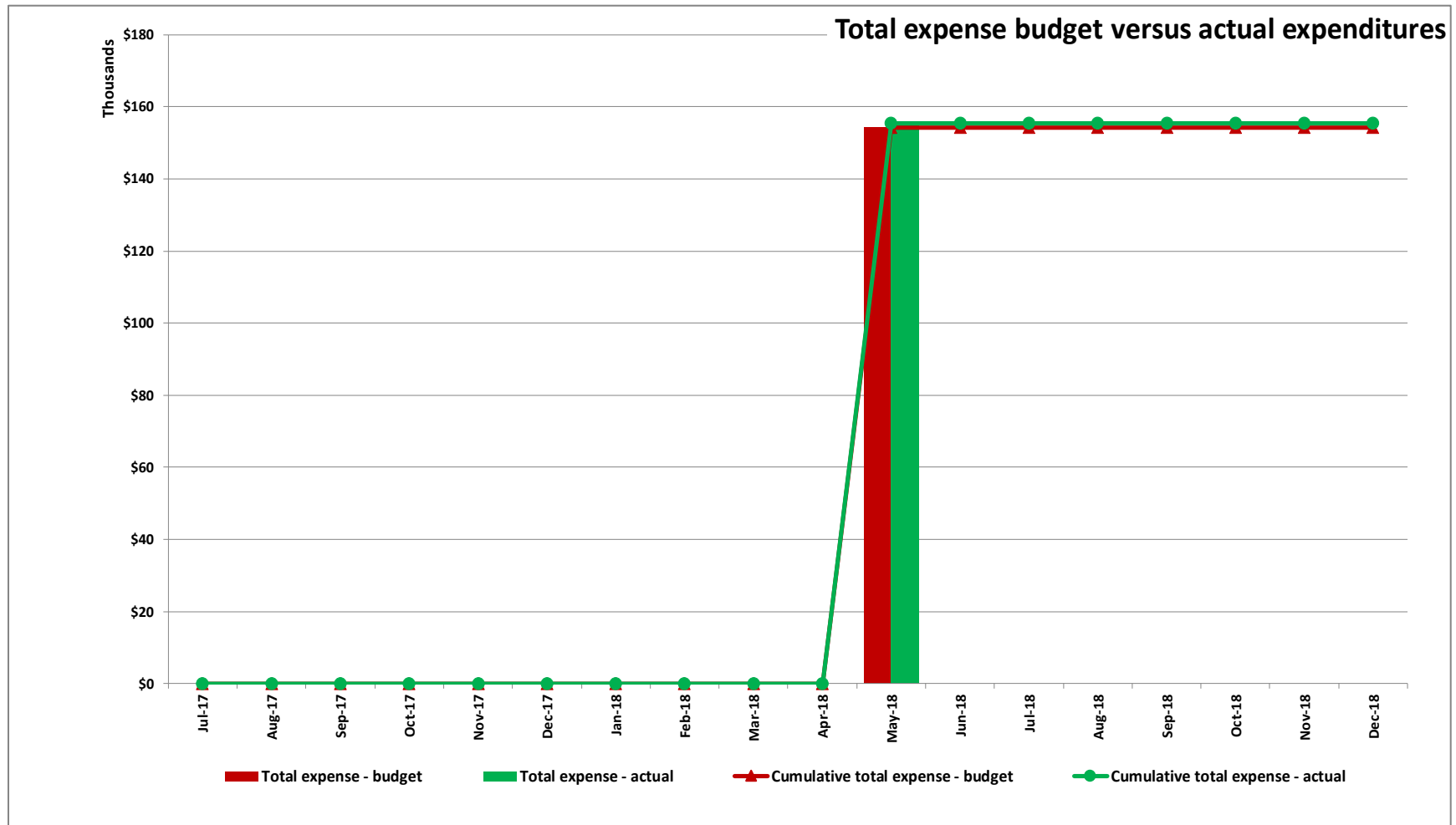
Supporting information



Project budget

Expense funding

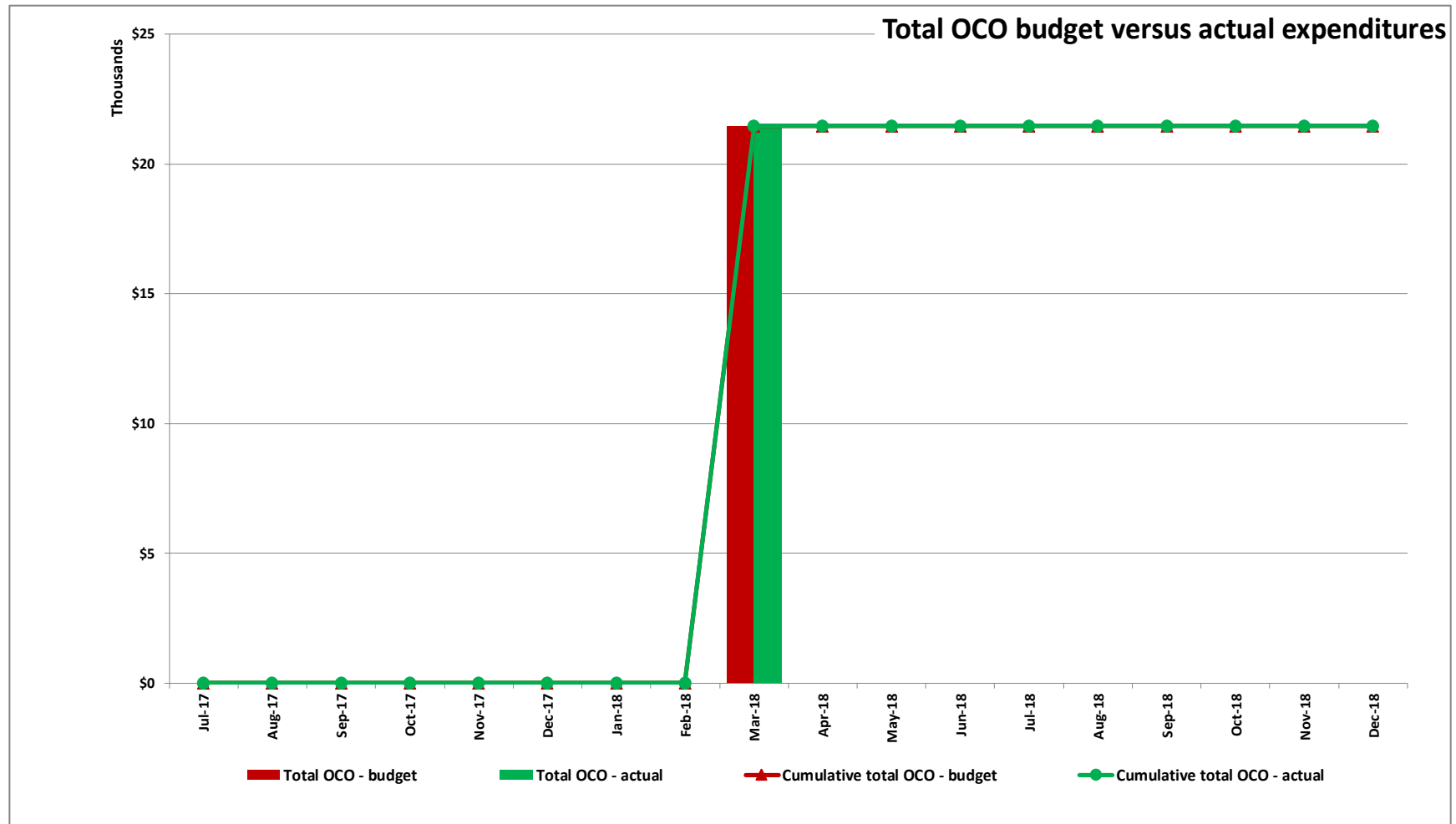
Supporting information



Project budget

OCO funding

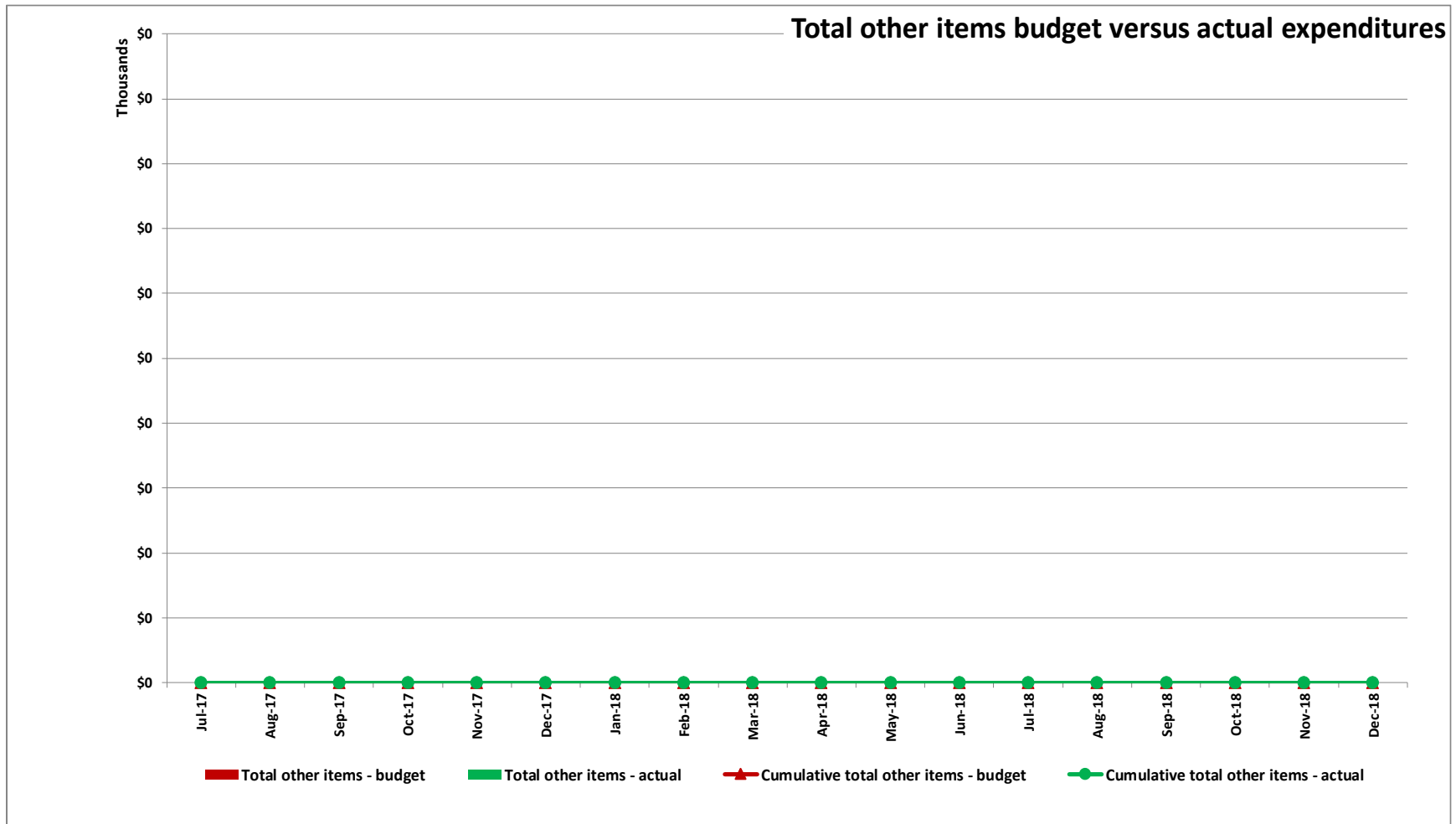
Supporting information



Project budget

Other items funding

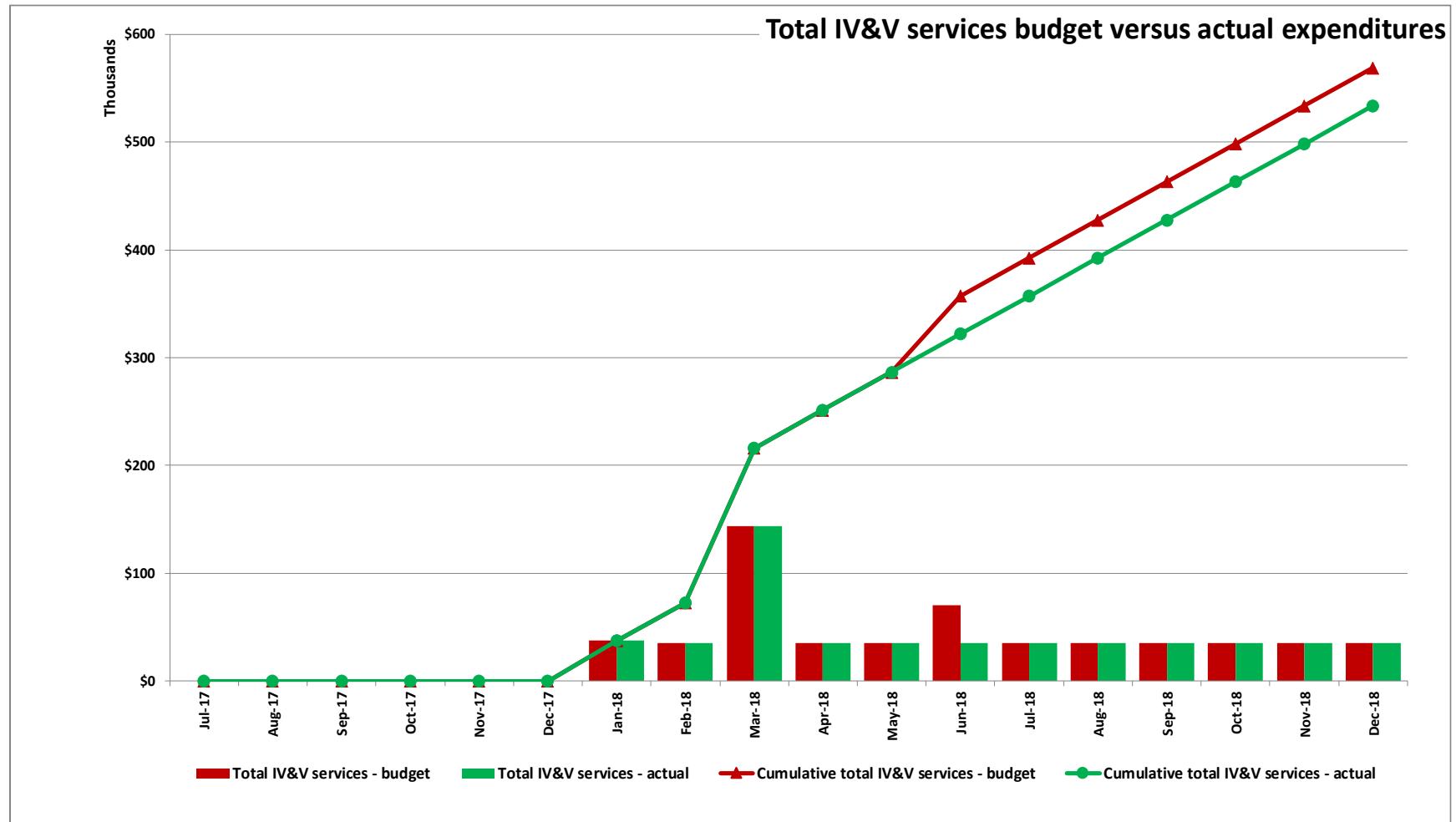
Supporting information



Project budget

IV&V services funding

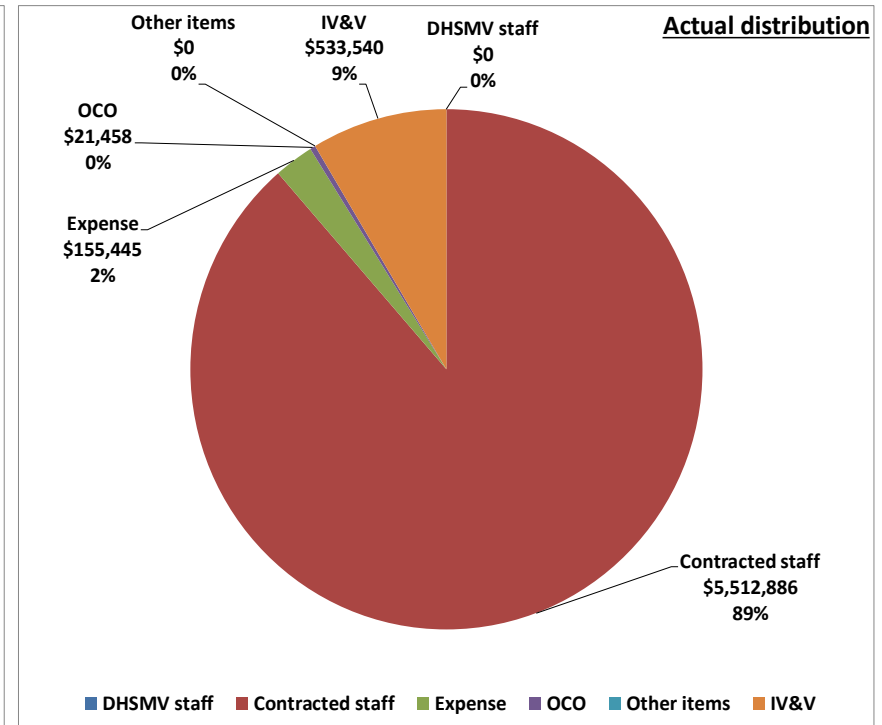
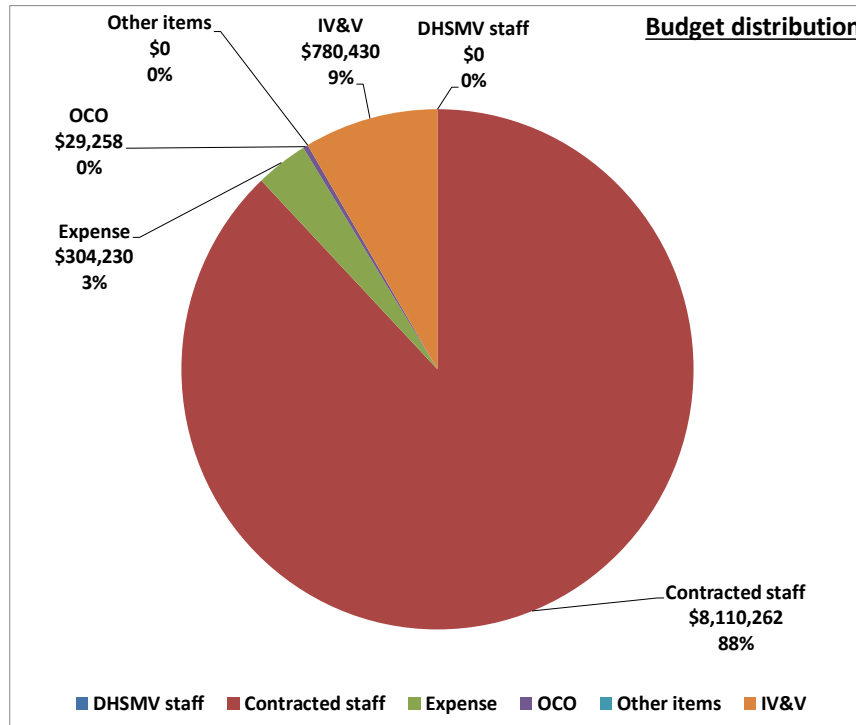
Supporting information



Project budget

Budget and actual distribution

Supporting information



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Office of Motorist Modernization
Phase II - Decision Log

Team	Item #	Description	Submit Date	Decision Needed By Date	Impact	AB Recommendation	AB Date	ESC Decision/Notes	Status	Close Date
POR	6			2/28/2019	Any decisions made after 2/28/2019, will not be included in the 6/2019 deliverable.			5/17/2018 Update A list of transactions was presented to the ESC for review. 8/14/2018 Update The list of transactions were reviewed during the August 1, 2018, ESC meeting. Mr. Samuel suggested we have a separate meeting to discuss kiosks with the IT Coalition the week of 9/10/2018. 12/13/2018 Update A meeting will be scheduled to discuss with a smaller group.	Under review	
POR	7	Request to allow biennial registrations on tribal registrations.	11/20/2018	12/6/2019	Decisions made after the first iteration due date will result in a change request.	12/11/2013 Update Board agrees		12/13/2018 Update This item will be added to the legal opinion document for review.	More information requested	
POR	8	Request to allow the issuance of permanent decals for tribal registrations.	11/20/2018	12/6/2019	Decisions made after the first iteration due date will result in a change request.	12/11/2013 Update Board suggested that we ask the tribes if they are interested in permanent decals.	12/11/2018	12/13/2018 Update ESC agrees, provided the statute allows.	More information requested	
POR	9	The Fleet Maintenance process currently does not enforce the minimum number of vehicles required by statute. The team would like to enforce this requirement and not allow fleet companies who do not meet the requirements to renew their vehicles under the fleet program.	11/28/2018	12/6/2019	Decisions made after the first iteration due date will result in a change request.	12/11/2013 Update Board suggested that we educate and correct before we start enforcing. They also suggested that we send out compliance letters to inform the fleets and then re-address again at a later time period.		12/13/2018 Update Sent Robert Kynoch the Fleet detail stats report for review. 64 - Compliant 56 - Non-Compliant	More information requested	
POR	10	Parking Permit Eligibility - The procedure states that a "Valid" DL/ID card is required to issue a parking permit. Does "Valid" in this instance mean not expired and no sanctions? The procedures also state that a business can have additional parking permits up to the number of vehicles owned. The current FRVIS system does not enforce the maximum requirement. Should we enforce this in the new system?				1/8/2019 Update A "Valid" license in this instance will be a license that is not expired.		2/7/2019 Update A list of businesses with parking permits was provided to ESC. Robert Kynoch will have his team reach out to the business to understand the need for the additional permits in excess of the number of vehicles owned/registered.	Under review	

Office of Motorist Modernization
Phase II - Decision Log

Team	Item #	Description	Submit Date	Decision Needed By Date	Impact	AB Recommendation	AB Date	ESC Decision/Notes	Status	Close Date
POR	11	The team would like to see if we can get a legislative change on this statute (320.0841). I think if they would take out the wording of "each year," we should be able to issue a permanent plate to the Indian tribes. It is costing the department money to renew the current plates and then we mail them to the tribes overnight at our cost. There is no cost to the tribal members to renew their plates.	1/9/2019					2/7/2019 Update This item will be added to the legal opinion document.	Under review	
TITLE		The Title team is asking for confirmation that the department is not looking to modify the current statute for a Lost in Transit Title (Return Title Stop procedure).	1/23/2019	2/28/2019	This would impact the Motor Vehicle Procedures Manual (TL-05)			2/7/2019 Update Suggestion was made to convert the Return Title to an "Electronic" status. Legal will research this.	Under Review	
TITLE		The Title/Reg team is requesting input on if we can systematically auto-fill the MV Title and Registration forms and print them for the customer. The customer would fill out the required sections themselves (odometer, signature etc.)	1/24/2019	2/28/2019	FHP thinks this a fraud issue due to them not being able to prosecute for uttering an instrument.			2/7/2019 Update Legal will follow up with FHP regarding their concerns.	Under Review	
TITLE		The Title/Reg team would like input on being able to use the signature pad for MV transactions, instead of only DL transactions. * Send MV forms to the signature pad * Review the MV Transaction * Swipe DL to pull up customers record	2/5/2019	2/28/2019				2/7/2019 Update Robert Kynoch will check into this and get back to the ESC.	Under Review	

Office of Motorist Modernization
Phase II - Legal Opinion Log

Team	Ref #	Description	Submit Date	Decision Needed By Date	Impact	Legal Recommendation	Legal Date	Status	Close Date
POR	1	Do we need statutory authority to allow entities, such as UPS to issue Temp Tags on demand?	5/17/2018	5/30/2018	Any decisions made after 5/30/2018, will not be included in the 6/4/2018, deliverable.	<p>Yes, statutory authority would be necessary. The question is whether UPS and leasing companies can issue and print-on-demand electronic temporary tag registration. Section 320.131, F.S., only provides for licensed motor vehicle dealers to utilize this service.</p> <p>320.131(8) The department shall administer an electronic system for licensed motor vehicle dealers to use for issuing temporary tags. If a dealer fails to comply with the department's requirements for issuing temporary tags using the electronic system, the department may deny, suspend, or revoke a license under s. 320.27(9)(b)16. upon proof that the licensee has failed to comply with the department's requirements. The department may adopt rules to administer this section.</p>	9/5/2018	Closed	
POR	1 Cont.					<p>(9)(a) The department shall implement a secure print-on-demand electronic temporary tag registration, record retention, and issue system required for use by every department-authorized issuer of temporary tags by the end of the 2007-2008 fiscal year. Such system shall enable the department to issue, on demand, a temporary tag number in response to a request from the issuer by way of a secure electronic exchange of data and then enable the issuer to print the temporary tag that has all required information. A motor vehicle dealer licensed under this chapter 2 may charge a fee to comply with this subsection.</p> <p>Based on the foregoing, legislation would be necessary for leasing companies and UPS to issue and print-on-demand electronic temporary tag registration.</p>		Closed	

Office of Motorist Modernization
Phase II - Legal Opinion Log

Team	Ref #	Description	Submit Date	Decision Needed By Date	Impact	Legal Recommendation	Legal Date	Status	Close Date
POR	2	Do we need statutory authority to allow entities, such as Enterprise Holdings (Car Rental) to process title and registration transactions electronically?	5/17/2018	5/30/2018	Any decisions made after 5/30/2018, will not be included in the 6/4/2018, deliverable.	<p>Yes, statutory authority would be necessary. Non-dealer commercial entities have expressed an interest in having the Department implement an electronic interface to perform title and registration transactions, similar to the process provided in s. 320.03(10), F.S. Section 320.03(10), F.S., limits use of the electronic system to entities that, in the normal course of its business, sell products that must be titled or registered, and provides title and registration services on behalf of its consumers (dealer licensees and entities that sell vessels).</p> <p>320.03(10) Jurisdiction over the electronic filing system for use by authorized electronic filing system agents to electronically title or register motor vehicles, vessels, mobile homes, or off-highway vehicles; issue or transfer registration license plates or decals; electronically transfer fees due for the title and registration process; and perform inquiries for title, registration, and lienholder verification and certification of service providers is expressly preempted to the state, and the department shall have regulatory authority over the system.</p>	9/5/2018	Closed	

Office of Motorist Modernization
Phase II - Legal Opinion Log

Team	Ref #	Description	Submit Date	Decision Needed By Date	Impact	Legal Recommendation	Legal Date	Status	Close Date
POR	2 Cont.					<p>The electronic filing system shall be available for use statewide and applied uniformly throughout the state. An entity that, in the normal course of its business, sells products that must be titled or registered, provides title and registration services on behalf of its consumers and meets all established requirements may be an authorized electronic filing system agent and shall not be precluded from participating in the electronic filing system in any county. Upon request from a qualified entity, the tax collector shall appoint the entity as an authorized electronic filing system agent for that county. The department shall adopt rules in accordance with chapter 120 to replace the December 10, 2009, program standards and to administer the provisions of this section, including, but not limited to, establishing participation requirements, certification of service providers, electronic filing system requirements, and enforcement authority for noncompliance. The December 10, 2009, program standards, excluding any standards which conflict with this subsection, shall remain in effect until the rules are adopted. An authorized electronic filing agent may charge a fee to the customer for use of the electronic filing system.</p> <p>Further, Rules 15C-16.0015C-16.010, F.A.C., EFS Agent Participation Requirements., provides:</p>		Closed	

Office of Motorist Modernization
Phase II - Legal Opinion Log

Team	Ref #	Description	Submit Date	Decision Needed By Date	Impact	Legal Recommendation	Legal Date	Status	Close Date
POR	2 Cont.					<p>(1) Entities requesting authorization to become an EFS agent must meet the following requirements:</p> <p>(a) Sell products that must be titled or registered.</p> <p>(b) Provide title and registration services on behalf of its consumers.</p> <p>(c) Enter into a contract with a Certified Service Provider.</p> <p>(d) Apply to the Department on Form HSMV 82083S (Rev. 08/11), Application to Become an Authorized Electronic Filing System Agent/Change of Certified Service Provider, which is incorporated herein by reference and available via the Department website www.flhsmv.gov/html/forms.html, https://www.flrules.org/Gateway/reference.asp?No=Ref-00402.</p> <p>Based upon the foregoing, legislation would be necessary to authorize non-leader commercial entities to process title and registration transactions electronically.</p>		Closed	

Office of Motorist Modernization
Phase II - Legal Opinion Log

Team	Ref #	Description	Submit Date	Decision Needed By Date	Impact	Legal Recommendation	Legal Date	Status	Close Date
POR	3	Do we need statutory authority to allow LPAs, such as Sunshine State to process title and registration transactions electronically?	5/17/2018	5/30/2018	Any decisions made after 5/30/2018, will not be included in the 6/4/2018, deliverable.	<p>A statutory change is not required; however, this would require a technology change. LPAs have expressed an interest in having a direct, electronic interface to FRVIS to perform title and registration transactions.</p> <p>Section 320.03(1), F.S., provides, in part, that: "(1) The tax collectors in the several counties of the state, as authorized agents of the department, shall issue registration certificates, registration license plates, validation stickers, and mobile home stickers to applicants...."</p> <p>Section 320.03(8), F.S., provides for tax collectors to utilize private tag agents (LPAs).</p> <p>Currently, LPAs use a software known as "Screen Scrape." It enables them to intercept information being entered on their computer screens, and simulates keyboard activity being communicated to FRVIS. The LPAs want a direct interface to FRVIS to eliminate the need for their software. This would eliminate the need for them to make software updates to address any updates to FRVIS, and they argue that the interface would create a more efficient process.</p> <p>Based upon the foregoing, legislation would not be necessary for this change.</p>	9/5/2108	Closed	
POR	4	Do we have the authority to offer biennial registration on Tribe license plates?	12/13/2018	2/28/2019				New	
POR	5	Do we have the authority to issue permanent plate/decal registration(s) on Tribe license plates provided there was a change to statute (320.0841) to remove "each year"?	2/7/2019	2/28/2019				New	

Office of Motorist Modernization
Phase II - Legal Opinion Log

Team	Ref #	Description	Submit Date	Decision Needed By Date	Impact	Legal Recommendation	Legal Date	Status	Close Date
TITLE	1	The title team needs some clarification on the procedure and statute for Surviving Spouse Transfer. Does this statute exempt mobile homes, vessels and vehicles that run only upon a track, bicycle, swamp buggies or mopeds? Is this statute specifically for a Motor Vehicle solely? The team discussed the statute (S319.28) would be amended to include mobile homes and vessels and transfer of registration at no fee also; but this has not happened as far as we are aware. The procedure that covers this is TL-18.	1/3/2019	2/1/2019	We are currently working on the business rules for this transaction and want to make sure the team is following Florida Statutes.			New	

The logo for the Florida Highway Safety and Motor Vehicles department. It features the word "FLORIDA" in large, bold, blue capital letters. Above it, the words "A SAFER" are written in red. Below "FLORIDA", there is a dashed line, followed by the words "HIGHWAY SAFETY AND MOTOR VEHICLES" in red. A faint outline of the state of Florida is visible in the background.

FLORIDA

A SAFER

HIGHWAY SAFETY AND MOTOR VEHICLES



Motorist Modernization Financials

February 7, 2019



Motorist Modernization Phase I Financial Review

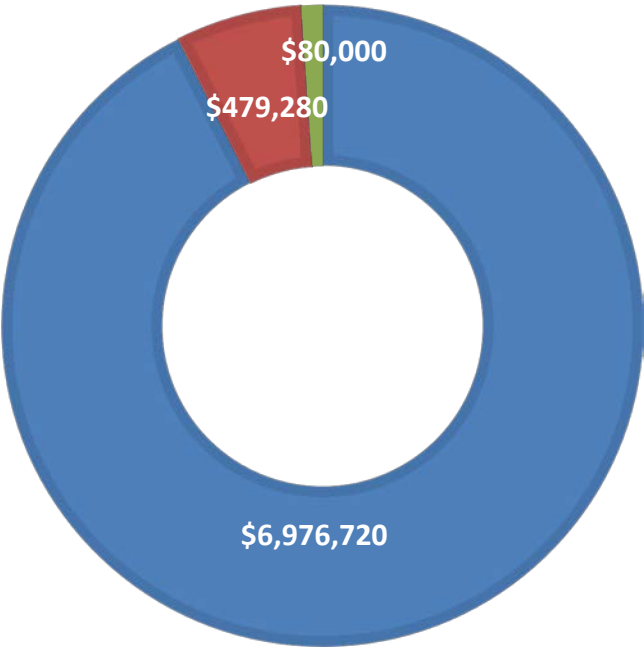
Phase I LBR Requests – Total Project

Fiscal Year	Total Request	Contracted Services	IV&V Services	Expense (Software, Travel, etc.)	OCO
2014-2015	\$ 2,500,000 *	\$ 1,514,762	\$ 619,186	\$ 61,478	\$ -
2015-2016	\$ 6,362,609	\$ 5,468,933	\$ 479,280	\$ 382,501	\$ 31,895
2016-2017	\$ 8,749,351	\$ 7,907,512	\$ 479,280	\$ 336,688	\$ 25,871
2017-2018	\$ 9,857,775	\$ 8,506,720	\$ 479,280	\$ 865,000	\$ 6,775
2018-2019	\$ 7,536,000	\$ 6,976,720	\$ 479,280	\$ 80,000	\$ -
2019-2020	\$ 1,823,620	\$ 1,803,620		\$ 20,000	\$ -
Total	\$ 36,829,355	\$ 32,178,267	\$ 2,536,306	\$ 1,745,667	\$ 64,541

Motorist Modernization Phase I Financial Review

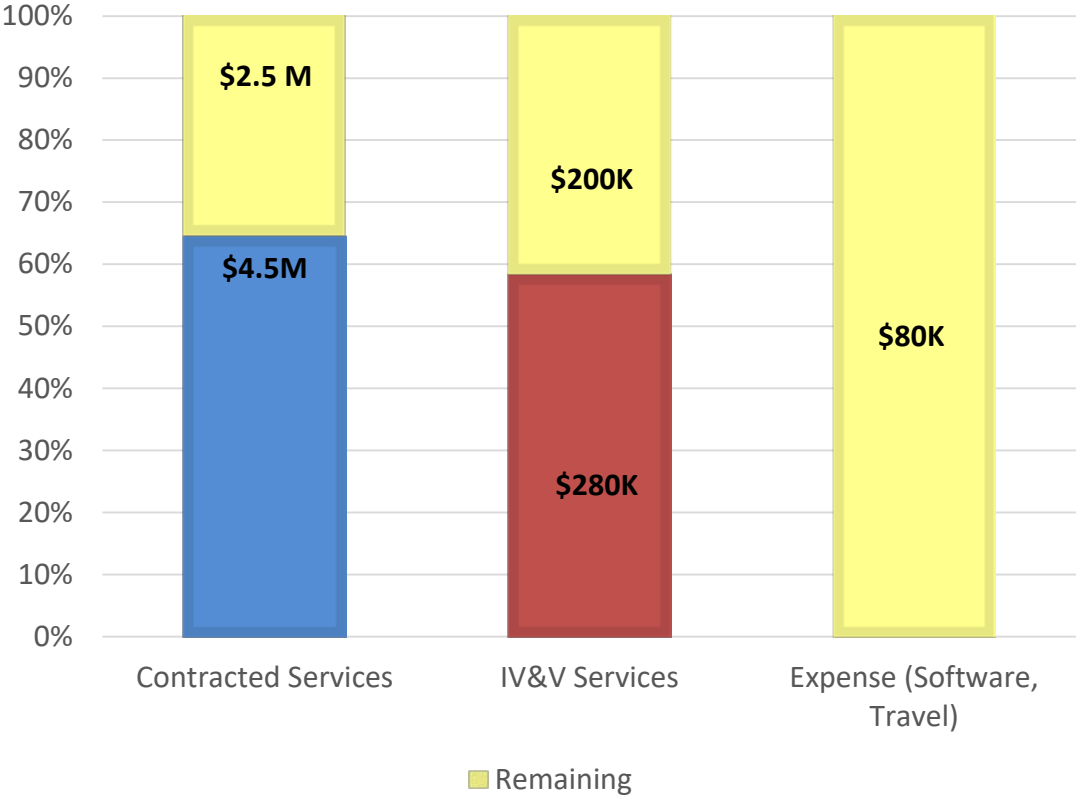
Budget and Actuals: Current Fiscal Year through January 31, 2018

BUDGET: \$7,536,000



■ Contracted Services ■ IV&V Services ■ Expense (Software, Travel)

ACTUALS: \$4,784,582



Motorist Modernization Phase I Financial Review

Budget and Actuals: Overview

Description	Budget Total	Actuals to Date	Variance (Budget to Actual)
Fiscal Year 2018-2019 Total Funding	\$7,536,000		
Fiscal Year to Date	\$4,784,582	\$4,784,582	0.00%
Month to Date (January 2019)	\$414,273	\$414,273	0.00%
Remaining Funds	\$2,751,419		

Motorist Modernization Phase II Financial Review

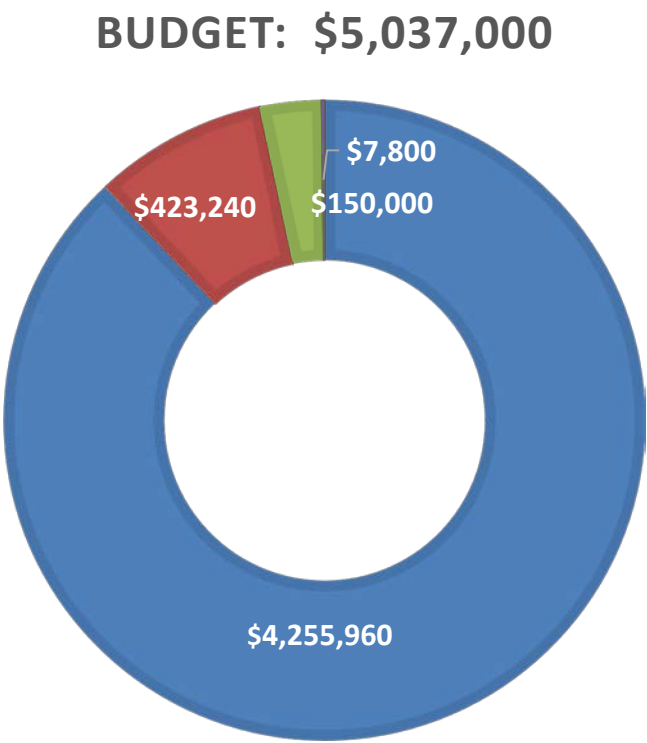


Phase II LBR Requests – Total Project

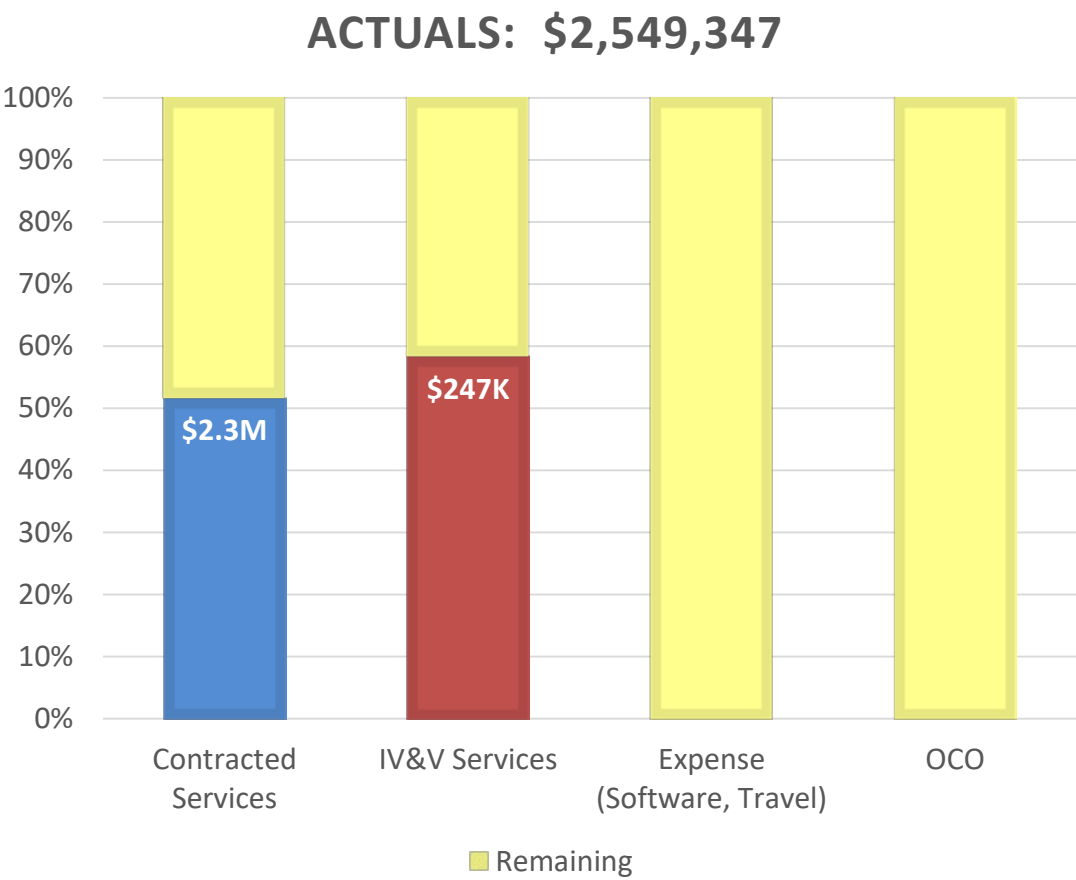
Fiscal Year	Total Request	Contracted Services	IV&V Services	Expense (Software, Travel, etc.)	OCO
2017-2018	\$ 4,132,180	\$ 3,575,240	\$ 357,190	\$ 179,850	\$ 19,900
2018-2019	\$ 5,037,000	\$ 4,379,200	\$ 500,000	\$ 150,000	\$ 7,800
2019-2020	\$ 8,426,200	\$ 7,239,200	\$ 500,000	\$ 670,000	\$ 17,000
2020-2021	\$ 8,219,700	\$ 7,239,200	\$ 500,000	\$ 476,500	\$ 4,000
2021-2022	\$ 6,907,700	\$ 5,939,200	\$ 500,000	\$ 464,500	\$ 4,000
2022-2023	\$ 3,806,700	\$ 2,871,200	\$ 500,000	\$ 431,500	\$ 4,000
Total	\$ 36,529,480	\$ 31,243,240	\$ 2,857,190	\$ 2,372,350	\$ 56,700

Motorist Modernization Phase II Financial Review

Budget and Actuals: Current Fiscal Year through January 31, 2018



■ Contracted Services ■ IV&V Services ■ Expense (Software, Travel) ■ OCO



Motorist Modernization Phase II Financial Review

Budget and Actuals: Overview

Description	Budget Total	Actuals to Date	Variance (Budget to Actual)
Fiscal Year 2018-2019 Total Funding	\$5,037,000		
Fiscal Year to Date	\$2,549,370	\$2,549,347	0.00%
Month to Date (January 2019)	\$492,850	\$492,850	0.00%
Remaining Funds	\$2,487,653		

Questions?









THANK
YOU



Motorist Modernization - Phase II Traffic Light Report

Current Stage: Requirements Validation

As of February 1, 2019

<p>Team 1 - Dealer License</p>  <p>Due Date: 2/20/2019 % Complete: 90%</p> <p>Increment 2 - Installer Licensing & Consumer Complaints</p> <p>Action Items: Green Legacy Code: Red Estimation: Yellow</p>	<p>Team 2 - Portal/Fleet</p>  <p>Due Date: 5/3/2019 % Complete: 20%</p> <p>Increment 2 - Parking Permits, Titles, Dealer Services, Salvage, High Speed, eCommerce, Kiosk, mDL, Electronic Title & Registration</p> <p>Action Items: Green Legacy Code: Yellow Estimation: Yellow</p>	<p>Team 3 - IFTA/IRP</p>  <p>Due Date: 5/17/2019 % Complete: 10%</p> <p>Increment 2 - COTS Integration Design</p> <p>Action Items: Green Legacy Code: N/A Estimation: Yellow</p>
<p>Team 4 - Titles</p>  <p>Due Date: 2/4/2019 % Complete: 100%</p> <p>Increment 2 - Remaining Title Transactions, Stops, ELT Provider Maint.</p> <p>Action Items: Green Legacy Code: Red Estimation: Yellow</p>	<p>Team 5 - Registrations</p>  <p>Due Date: 2/15/2019 % Complete: 90%</p> <p>Increment 2 - Additional Registration Transactions</p> <p>Action Items: Green Legacy Code: Red Estimation: Yellow</p>	<p>Team 6 - Globals/Batch/Inventory</p>  <p>Due Date: 2/20/2019 % Complete: 90%</p> <p>Increment 2 - Common (Reports, Cashiering)</p> <p>Action Items: Green Legacy Code: Red Estimation: Yellow</p>
<p>% Complete: % complete of requirements validation for current Increment</p> <p>Action Items: % of overdue team action items</p> <p>Legacy Code: % of as-is processes scheduled to be documented for the Increment</p> <p>Estimation: % of completed user stories with overdue estimations</p>		

Green	< 10% overdue	Yellow	10%-20% overdue	Red	>= 20% overdue
Green	< 10% overdue	Yellow	10%-20% overdue	Red	>= 20% overdue
Green	< 10% overdue	Yellow	10%-20% overdue	Red	>= 20% overdue
Green	< 10% overdue	Yellow	10%-20% overdue	Red	>= 20% overdue