Motorist Modernization Advisory Board – Phase I Monthly Meeting
February 13, 2018
Neil Kirkman Building, Conference Room B-202
2900 Apalachee Parkway, Tallahassee Florida 32399
1 to 2 p.m., EST

Invitees
Deb Roby
Ed Broyles
Kelley Scott
Pace Callaway
April Edwards
William Washington
Lisa Cullen

Representing
DHSVM
DHSVM
DHSVM
DHSVM
DHSVM
Florida Clerk Courts & Comptrollers
Florida Tax Collectors

Agenda

• Roll Call
• Welcome
• Review and Approval of Last Meeting Minutes
• IV&V Update
• Stakeholder Outreach Update
• Policy and Decisions Review
• MM Phase I Program Update
  o Financial Review
  o Change Request Review
  o Project Updates
• Communications Update
• Q&A
• Adjourn
WELCOME AND INTRODUCTIONS

- The meeting was called to order at 1 p.m. Mr. Terrence Samuel began the meeting by welcoming the attendees. Mr. Samuel proceeded with the roll call of board members.
  
  Advisory board members present included:
  
  - Pace Callaway
  - Deb Roby
  - April Edwards
  - Ed Broyles
  - Kelley Scott
  - Lisa Cullen
  - William Washington (via phone)

- Mr. Samuel welcomed Lisa Cullen, from the Brevard County Tax Collector Office, who was in attendance today.

- Additional DHSMV members present included Terrence Samuel, Kristin Green, Christie Utt, Chad Hutchinson, Koral Griggs, Cathy Thomas, Sonia Nelson, Cheryl Dent, Scott Tomaszewski, Laura Freeman, Janis Timmons, Judy Johnson, Jessica Espinoza, Aundrea Andrades and Kelly Shannon.

- Visitors included – Alyene Calvo and Chris Wade from Ernst & Young, and Joe Weldon from Accenture.

REVIEW AND APPROVAL OF THE LAST MEETING MINUTES

- Ms. Kristin Green reviewed the meeting minutes from December 12, 2017. There were no comments or corrections. A motion to approve the minutes was accepted by the board members and the December 12, 2017, meeting minutes were approved.

IV&V UPDATE

- Ms. Alyene Calvo reviewed the November report. Overall, the risk state is still green. Implementation plans are being drafted; therefore, you will see work start to begin on the cutover and support cube, as well as the sustainability model cube. While there were late tasks showing in the schedule, the project is still within the established schedule performance thresholds. The schedule performance index is 0.990. The cost performance index is 1.000. The future milestone forecast indicates the project is to be completed behind schedule; however, the amount of time the project is behind schedule is decreasing and improving. The project schedule quality is 95.0 and continues to be consistent and excellent for a project schedule this size.
STAKEHOLDER OUTREACH UPDATE

- Ms. Koral Griggs stated the Motorist Modernization team has been meeting with the Renewal Data Recipients and vendors related to Motor Vehicle Renewals over the past six (6) months via conference calls to assist them with structural testing, which will begin tomorrow. A meeting was held last Friday to ensure test clients are set up and everyone has access to the vendor download SharePoint site. Today, we are hosting a prep meeting to ensure everyone is ready for structural testing tomorrow. Testing occurs through June 22, 2018. Ms. Cullen asked if all the Tax Collectors had responded to the survey. Mr. Samuel stated that a reminder email was sent out earlier today, but not all of them had responded. Ms. Cullen requested a list of those who have not responded and indicated she would contact them directly.

- Ms. Griggs stated the Motorist Modernization team is hosting a WebEx for the Florida Courts, Clerks and Comptrollers this Thursday to discuss Citation Processing updates. A follow up to this meeting has been scheduled for February 1, 2018, and FCCC will be hosting that meeting, as well.

- Mr. Samuel reminded members that as structural testing begins, the team will be prepared to fix bugs and any other issues that should occur. Enhancements will be logged and presented to the Advisory Board and ESC for recommendation and approval. Some of the other teams are running a little behind; therefore, we might need to pull resources to assist in getting the enhancement work completed, if approved.

POLICY AND DECISION REVIEW

- POR31 – Express Shipping – Ms. Judy Johnson stated this decision is currently on hold. The MyDMV Portal team will resume discussion with the Print Card Solution team after the UAT date for the new cards.

- REN07 – Renewal Notice Processing – Ms. Johnson stated that on December 22, 2017, the renewal notices were approved and sent to Lisa Cullen for her to distribute with the focus groups for review. There is a conference call scheduled for Thursday for the team to get together and review the changes that were made to the notices.

- FR02 – DHSMV Big Bang Approach or staggered. Ms. Cathy Thomas stated the stage environment should have been ready by January 8, 2018. The team is still troubleshooting some issues with the batch job and an update will be sent out once this issue is resolved. Ms. Pat Porter has completed the letter to the insurance companies and it is in the review process by Diana Vaughn. Weekly pilot company testing progression calls are still being held and the team is assisting the three pilot insurance companies with any testing issues they might be experiencing. Ms. Porter is still trying to reach out to a few more independent insurance companies to assist in the pilot structural testing program. Mr. Samuel stated he would like as many insurance companies as possible to pilot test and participate in this stage environment with us.

- ENTP01 – This is regarding the merging of DL and MV databases and their business rules regarding if sexual offenders/predators should be allowed to update their addresses. Ms. Jessica Espinoza stated at the last meeting the team was working on a final document to submit to FDLE for approval. This document was sent to the business review for approval prior to formal submission to FDLE.

- LG11 – Development of business rules for Temporary Permit eligibility. The Product Owners recommended this change be allowed since temporary permits are transactions that will be saved in the history of a record. The common rule team is requesting legal review to ensure that this is not contradictory to current statute. The team is waiting for a response from the legal team and anticipate a decision by the next ESC meeting.
FINANCIAL REVIEW

- Ms. Janis Timmons reviewed the December report. The project is currently on track and on budget. Deliverables have been delivered and approved according to schedule. Budget to actual variance continues to be less than one (1) percent. In an effort to procure additional resources, two RFQs have been completed. One is for an Enterprise Architect backup position, the second is a .Net Developer position. The Enterprise Architect backup will begin on January 29, 2017, the .Net position will start on February 5, 2017.

PHASE I PROJECT UPDATE

- Mr. Samuel stated the team recently met with Tax Collectors and renewal recipients regarding customizing the driver license in renewals. Ms. Johnson should have mockups to present to Lisa Cullen and the focus group, as the development for the renewal team is scheduled for completion in February 2018. The mockups will be completed and discussed prior to the completion date in 2018.
- Mr. Chad Hutchinson provided a technical update on Planet Press and training for Planet Press personnel. The Informatica team is doing well and has been on board for a couple of months. They are close to being caught up on the backlog work as they become more familiar with the process.

CHANGE REQUEST REVIEWS – LEVEL I AND II

- Ms. Green reviewed the only Level I/II Change request for this period.
  PMCR-370 – MyDMV Portal – Update to common eligibility – This is to update the common rules for eligibility. Approved on 12/19/17.

CHANGE REQUEST REVIEWS (LEVEL III)

- Ms. Green stated there are two (2) Level III change requests that need to be reviewed for approval.
  - CR #85 (Level III, Medium) – Program Communications – This is a change request to update the reporting frequency for the Phase I Communications Plan. The current reporting frequency is quarterly with a rolling six-month reporting period. The request is to report every two months with a rolling three- to six-month reporting period. This will enable the reporting of communication activities more frequently and ensure the team does not forgo any efforts for stakeholder outreach activities, events or other communicative tasks. The CCB recommended approval yesterday. Ms. Green asked for a motion for approval and the change request was recommended for approval. This change request is within the decision matrix, which allows Mr. Terrence Samuel to approve.
  - CR #86 (Level III, Critical) – Renewal Notification – Archive FRVIS High Speed Renewal Process Stories – The purpose of this change request is to archive stories related to the FRVIS application integration with the Renewal Notice High-Speed Process. The FRVIS application is not changing; therefore, no development effort is required. Ms. Green asked for a motion for approval and the board recommended approval to submit to the ESC.

PROJECT UPDATES

- DL Issuance – Mr. Joe Weldon stated the team is currently in Milestone F, which ends January 17, 2018. This milestone includes the functionality to complete an Original, Replace and Renew CDL
Issuance. The DL Batch team is currently in Milestone F, which ends January 17, 2018. This milestone includes AAMVA Offline verification. The team is in Sprint 7, which ends on January 17, 2018. In addition to AOV, the team is working on Batch transcripts. The team will be merged with the DL Issuance team as part of Milestone G. No risks, change requests or action items to report during this period. In the Milestone and Sprint Traffic Light Report, DL Issuance and DL Batch are in the green for development and technical debt. Business actions is yellow and testing is red.

- The Policy and Procedures group is continuing their meetings on a weekly basis via conference calls. The team completed their fourth assignment (Milestone D functionality). The team last met onsite November 14-16, 2017. The next on-site visit is scheduled for February 5-7, 2018.

- MyDMV Portal – Per Aundrea Andrades, the team is currently in Milestone E, which ends on March 6, 2018. The team is in Sprint 23, the seventh of nine sprints, which began on January 3, 2018, and ends on January 23, 2018. In Sprint 23, the team will complete several stories rolled over from Sprint 22, perform Identification Card Renewal Transaction Update, Driver License Replacement Transaction update, Perform MV Renewal Update, MV Replacement, perform Parking Permit Renewal Update and Hazmat Application Status on Activity Tab and adding BAR. The developers are showing within capacity to complete all committed and approved work for the sprint. The testers are not within capacity to complete all committed and approved work for the sprint. There are no risks, change requests or action items to report for this period. In the Sprint and Milestone Traffic Light reports, Business Actions, Development, Testing and Technical Debt are all green.

- Motorist Maintenance/Financial Responsibility – Per Scott Tomaszewski, both teams are in Milestone E, which was scheduled to end on January 3, 2018. Included in this milestone for Motorist Maintenance was work that involved supporting Financial Responsibility development, and for Financial Responsibility, the team planned to complete FR clearance work and the remaining work rolled over from the previous sprints addressing Sanction Maintenance, Seized Tag Security Deposit and E-crash stories. The HIP sprint work included for Motorist Maintenance was to address the Insurance Company features, Judgment Screen and Crash Screen and for the FR team work. The team planned to address Clearance, Sanction Maintenance, Seized Tag, Security Deposit and E-crash stories. In the Sprint Traffic Light report for Motorist Maintenance, Business Actions and Technical Debt are green. Development and Testing are in the red as impacts by bugs have been found in the remaining two features. In the Milestone Traffic Light for Motorist Maintenance, Business Actions and Technical Debt are green. Development and Testing are red due to reported bugs. In the Financial Responsibility Sprint Traffic Light report, Business Actions and Technical Debt are green. Development and Testing are both red due to lack of FR knowledge generating blocking bugs. In the Milestone Traffic Light report for Financial Responsibility, Business Actions and Technical Debt are green. Testing and Development are red due to knowledge gaps faced by developer resources.

- Insurance Company Pilot Progress – AIG looks to complete their structural testing by January 12, 2018. Verisk indicated they are running into production issues; however, once issues are mitigated, they would return to the pilot initiative. Ms. Pat Porter followed up with State Farm last week and they did not show any interest in entering the pilot structural testing.

- Renewal Notification – Ms. Sonia Nelson stated the team started Milestone F and Sprint 22 on January 10, 2018. The Sprint ends on January 30, 2018. Milestone F will end on February 6, 2018,
the last development milestone for Phase I. The team will be completing DL Renewal Notices and High-Speed Renewal Process Stories. UAT for Motor Vehicles will begin during this milestone. UAT completion percentage is 99%. Data Recipients Structural testing begins on January 10, 2018. The Sprint Traffic Light indicators are green for Business Actions and Technical Debt. Testing is yellow and Development is red. The Milestone Traffic Light indicators are green for Business Actions and Technical Debt. Testing and Development are yellow. There are no project specific risks, issues or change requests reported for the current period.

- **CDLIS/Citation Processing** – Ms. Sonia Nelson stated team is in Milestone D for Citation Processing. The team began Sprint 19 for Milestone D on December 26, 2017, and will end on January 16, 2018. The milestone ends March 20, 2018. This is the fifth of seven planned sprints for this milestone. A new BizTalk developer has joined the team, Mr. Naga Sandeep. The team has started monthly conference calls with AAMVA to prepare for CDLIS 5.3.3 casual and structural testing. The next call is scheduled for January 18, 2018. Based on capacity, the Sprint Traffic Light indicators for both Citation Processing and CDLIS are green for Business Actions and Technical Debt. Development and Testing for both are red. The Milestone Traffic Light indicators are green for Business Actions, Development, Testing and Technical Debt for both teams. There were no risks, issues, or change requests reported for the current period.

**COMMUNICATION UPDATE**
- Mr. Samuel stated Ms. Griggs provided her update for communications during the Stakeholder Outreach update.

**Q&A**
- There were no questions or concerns from members present.

**ADJOURNMENT**
- Mr. Samuel adjourned the meeting at approximately 1:55 p.m.
- The next Advisory Board Meeting for Phase I is scheduled for February 13, 2018.

**Note: Handouts at this meeting included:**

*Consolidated in a meeting packet and emailed to members:*

- MM Advisory Board Agenda 1 Page
- MM Advisory Board Monthly Meeting Minutes dated 12/12/17 5 Pages
- MM Phase I Level I/II Change Request Log 1 Page
- MM Level III (Critical) Change Request #85 3 Pages
- MM Level III (Critical) Change Request #86 4 Pages
- MM Decision Document 6 Pages
- MM Legal Document 1 Page
<table>
<thead>
<tr>
<th>Project Cost</th>
<th>Month</th>
<th>Total Cost</th>
<th>Budget</th>
<th>Actual</th>
<th>Variances</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Jan</td>
<td>$9,857,775</td>
<td>604,940</td>
<td>604,940</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Feb</td>
<td>$665,500</td>
<td>665,500</td>
<td>665,500</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Mar</td>
<td>$675,700</td>
<td>675,700</td>
<td>675,700</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Apr</td>
<td>$675,700</td>
<td>675,700</td>
<td>675,700</td>
<td></td>
</tr>
<tr>
<td></td>
<td>May</td>
<td>$675,700</td>
<td>675,700</td>
<td>675,700</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Jun</td>
<td>$675,700</td>
<td>675,700</td>
<td>675,700</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Jul</td>
<td>$675,700</td>
<td>675,700</td>
<td>675,700</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Aug</td>
<td>$675,700</td>
<td>675,700</td>
<td>675,700</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Sep</td>
<td>$675,700</td>
<td>675,700</td>
<td>675,700</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Oct</td>
<td>$675,700</td>
<td>675,700</td>
<td>675,700</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Nov</td>
<td>$675,700</td>
<td>675,700</td>
<td>675,700</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Dec</td>
<td>$675,700</td>
<td>675,700</td>
<td>675,700</td>
<td></td>
</tr>
</tbody>
</table>

**Contract Staff**

- **OPS Staff (rate per hour includes 7.65% benefit costs)**
  - $9,857,775
- **DHSMV Staff - Salary & Benefits**
  - $604,940
- **Contracted Staff**
  - $8,986,000

**Accenture Support Service RFQ019-15 (FY17-18)**

- $7,250,000

**Accenture - Deliverables**

- $448,000

**Lessons Learned**

- $14,000

**Updated System Specification Documents**

- $100,000

**Updated Synchronization Process Design Documents**

- $49

**Updated Modernization Development/End-User Training**

- $52

**As-Built Solution Overview Report**

- $47

**Initial Technical Architecture Documents**

- $256,000

**Renewal Implementation Plan**

- $100,000

**Pilot Implementation Plan**

- $57

**Statewide Roll-Out Implementation Plan**

- $58

**Contracted Services - Staff 1**

- $381,920

**Contracted Services 3 & 5**

- $249,489

**Other Items**

- $865,000

**Total Costs**

- $9,857,775

**Progress Payments**

- $0

**Total Project Budget**

- $9,857,775

**Total Amount Spent To Date**

- $5,195,608

**Total Amount Remaining**

- $4,662,166

**Total Project Variance**

- $0.00%
Motorist Modernization Program (Phase I)

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

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

December 2017

22 January 2018
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
► Forecast milestone completion
► Open deficiencies and actions
► Performance 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 2018
General IV&V overview

► 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 0.990
  ► 47 of 2,961 total tasks (1.59%) contained in the project schedule are late
  ► 4 of 261 tasks (1.53%) for the current period are late
► The Program is within established cost performance thresholds
  ► The cost performance index (CPI) is 1.001
  ► The Program is currently on budget based on provided budget and spending information
► The Program is behind schedule, but improving
  ► The Program completion date is forecast to be 09/09/2016, 11.9 days late
  ► The Program is within established schedule performance thresholds.
  ► Future milestones are projected to be completed behind schedule.
  ► The amount of time the project is behind schedule is decreasing

Overall IV&V risk state: Green
Overall risk state and trending

Risk state of the MM Program (Phase I)

Program governance
- Benefit realization and sustainability

Risk state with trending

Program governance

Project management
- Processes, controls, and predictability

Technical solution
- Requirements development, quality and transition

- 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.
Overall 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): 25
  - Gray (not evaluated): 2
- Open deficiencies: 0
- Conclusions:
  - The MM Program Team has satisfactorily addressed all deficiencies identified by the IV&V Team.
### Key indicators

<table>
<thead>
<tr>
<th>Indicator</th>
<th>Value</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is the project approach sound?</td>
<td>Yes</td>
<td>The overall project approach is based on industry leading practices, methodologies and tools that have been used for other DHSMV projects.</td>
</tr>
<tr>
<td>Is the project on time?</td>
<td>Yes</td>
<td>The Program is within established schedule performance thresholds.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- The schedule performance index (SPI) is 0.990.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- 47 of 2,961 total tasks (1.59%) contained in the project schedule are late.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- 4 of 261 tasks (1.53%) for the current period are late.</td>
</tr>
<tr>
<td>Is the project on budget?</td>
<td>Yes</td>
<td>The Program is within established cost performance thresholds.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- The cost performance index (CPI) is 1.001.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- The Program is currently on budget based on provided budget and spending information.</td>
</tr>
<tr>
<td>Is scope being managed so there is no scope creep?</td>
<td>Yes</td>
<td>The work being completed as part of the MM Program (Phase I) is within the scope of the project as defined in the Schedule IV-B Feasibility Study.</td>
</tr>
<tr>
<td>What are the project’s future risks?</td>
<td>Unknown</td>
<td>The MM Program Team has satisfactorily addressed all deficiencies identified by the IV&amp;V Team.</td>
</tr>
<tr>
<td>Are the project’s risks increasing or decreasing?</td>
<td>Steady</td>
<td>The MM Program Team has satisfactorily addressed all deficiencies identified by the IV&amp;V Team.</td>
</tr>
<tr>
<td>Are there new or emerging technological solutions that will affect the project’s technology assumptions?</td>
<td>No</td>
<td>New and emerging technologies were considered in the Feasibility Study.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>None have an adverse effect on the project’s technological assumptions.</td>
</tr>
</tbody>
</table>
Status of key deficiency recommendations

Recommendation Status versus Priority

Overall Status of Recommendations

Recommendation Status by Deficiency

Recommendation Priority by Deficiency
Overall performance

- This chart shows the SPI and CPI plotted as points against the tolerance ranges set up for the project.
- Summary:
  - Schedule and cost performance are within established thresholds.
- Conclusions:
  - The Program is currently on schedule and on budget.

- 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 as scheduled.
  - The total amount of work not completed as scheduled is 2,868.0 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 consistent since the beginning of the project.
  - The modification of the schedule due to CR 68 (Informatica) introduced a large number of long duration activities with little work, greatly impacting percent duration complete.
  - The modification of the schedule due to CR 79 (detailed Informatica tasks) reduced the number of long duration activities.
- Conclusions:
  - None.

- Blue line is duration percent complete.
- Red line is work percent complete.
This chart shows the projected completion dates for future milestones based on historical performance using the schedule performance index (SPI).

Summary:
- The Program is within established schedule performance thresholds.
- Future milestones are projected to be completed behind schedule.
- The amount of time the project is behind schedule is decreasing.

Conclusions:
- The project is behind schedule, but improving.
Open deficiencies and actions

<table>
<thead>
<tr>
<th>Deficiency</th>
<th>Actions taken</th>
</tr>
</thead>
</table>

The DHSMV MM Program Team has satisfactorily addressed all deficiencies identified by the IV&V Team.
The DHSMV MM Program Team has satisfactorily addressed all performance improvement recommendations identified by the IV&V Team.
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:

<table>
<thead>
<tr>
<th>Deliverable</th>
<th>Planned draft</th>
<th>Planned final</th>
<th>Actual final</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAR – Aug 2017 (IVV-302BD)</td>
<td>14 September 2017</td>
<td>29 September 2017</td>
<td>22 September 2017</td>
<td>Complete</td>
</tr>
<tr>
<td>MAR – Sep 2017 (IVV-302BE)</td>
<td>13 October 2017</td>
<td>30 October 2017</td>
<td>20 October 2017</td>
<td>Complete</td>
</tr>
<tr>
<td>MAR – Nov 2017 (IVV-302BG)</td>
<td>14 December 2017</td>
<td>01 January 2018</td>
<td>21 December 2017</td>
<td>Complete</td>
</tr>
</tbody>
</table>
Supporting information

- Summary of changes
- IV&V ratings summary
- Open deficiencies
- Project milestones
- Late tasks
- Project budget
# Summary of changes

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deficiencies addressed</td>
<td>▶ There are no open IV&amp;V deficiencies.</td>
</tr>
<tr>
<td>New deficiencies</td>
<td>▶ No new deficiencies identified since the last report.</td>
</tr>
<tr>
<td>Risk ratings</td>
<td>▶ No risk rating changes since the last report</td>
</tr>
<tr>
<td>Maturity ratings</td>
<td>▶ No maturity rating changes since the last report.</td>
</tr>
<tr>
<td>Interviews conducted</td>
<td>▶ No interviews conducted since last report</td>
</tr>
<tr>
<td>Artifacts received</td>
<td>▶ Numerous artifacts received.</td>
</tr>
</tbody>
</table>
The DHSMV MM Program Team has satisfactorily addressed all deficiencies identified by the IV&V Team.
## Project milestones

<table>
<thead>
<tr>
<th>WBS</th>
<th>Title</th>
<th>Original Completion Date</th>
<th>Scheduled Completion Date</th>
<th>Planned Completion Date</th>
<th>Forecast Completion Date</th>
<th>Actual Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.3.12</td>
<td>Project Monitoring and Control Phase COMPLETE</td>
<td>06/28/2019</td>
<td>06/28/2019</td>
<td>06/28/2019</td>
<td>07/09/2019</td>
<td></td>
</tr>
<tr>
<td>1.4.8</td>
<td>Project Closeout Phase COMPLETE</td>
<td>06/28/2019</td>
<td>08/29/2019</td>
<td>08/29/2019</td>
<td>09/09/2019</td>
<td></td>
</tr>
<tr>
<td>8.2</td>
<td>Database Redesign / Synchronization COMPLETE</td>
<td>05/01/2018</td>
<td>09/07/2018</td>
<td>09/07/2018</td>
<td>09/16/2019</td>
<td></td>
</tr>
<tr>
<td>8.4</td>
<td>PHASE GATE REVIEW - Database Redesign / Synchronization</td>
<td>06/20/2018</td>
<td>09/07/2018</td>
<td>09/07/2018</td>
<td>09/16/2019</td>
<td></td>
</tr>
<tr>
<td>8.5.10</td>
<td>Development COMPLETE</td>
<td>05/25/2018</td>
<td>09/13/2018</td>
<td>09/13/2018</td>
<td>09/22/2018</td>
<td></td>
</tr>
<tr>
<td>8.6</td>
<td>PHASE GATE REVIEW - Development</td>
<td>07/27/2018</td>
<td>09/13/2018</td>
<td>09/13/2018</td>
<td>09/22/2018</td>
<td></td>
</tr>
<tr>
<td>8.7.5</td>
<td>Testing COMPLETE</td>
<td>02/20/2019</td>
<td>04/22/2019</td>
<td>04/22/2019</td>
<td>05/02/2019</td>
<td></td>
</tr>
<tr>
<td>8.7.7</td>
<td>PHASE GATE REVIEW – Testing</td>
<td>04/22/2019</td>
<td>04/22/2019</td>
<td>04/22/2019</td>
<td>05/02/2019</td>
<td></td>
</tr>
<tr>
<td>8.8.4</td>
<td>Operations Planning COMPLETE</td>
<td>03/02/2018</td>
<td>12/28/2018</td>
<td>07/19/2019</td>
<td>07/30/2019</td>
<td></td>
</tr>
</tbody>
</table>

► Additional milestones will be added as the project progresses

**Supporting information**

1. Original – Original contract completion date.
2. Scheduled – Scheduled completion date based on the latest schedule baseline.
3. Planned – Planned completion date (should be the same as scheduled).
4. Forecast – Based on the current schedule performance index.
5. Actual – The actual completion date
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: 2,961
- Total tasks late: 47
- Total open tasks late: 26

Conclusions:

- The total number of tasks designated as late is 1.6% of the total number of tasks.
Project schedule quality
Entire schedule: 11/1/2013 to 8/29/2019

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: 95.0
- Conclusions:
  - Overall schedule quality is consistent and excellent

Overall Quality – Entire Schedule

<table>
<thead>
<tr>
<th>Date</th>
<th>Quality</th>
</tr>
</thead>
<tbody>
<tr>
<td>10-Jan-18</td>
<td>95.0</td>
</tr>
<tr>
<td>29-Dec-17</td>
<td>94.9</td>
</tr>
<tr>
<td>27-Dec-17</td>
<td>94.8</td>
</tr>
<tr>
<td>19-Dec-17</td>
<td>95.0</td>
</tr>
</tbody>
</table>

Key Indicators

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

Schedule Parameters

- Summary tasks
- Milestone tasks
- Normal tasks
- Resources

<table>
<thead>
<tr>
<th>Indicator</th>
<th>Quality</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summary tasks</td>
<td>98.3</td>
</tr>
<tr>
<td>Milestone tasks</td>
<td>98.9</td>
</tr>
<tr>
<td>Normal tasks</td>
<td>95.6</td>
</tr>
<tr>
<td>Resources</td>
<td>98.2</td>
</tr>
</tbody>
</table>

Task durations – Task durations other that 8 to 80 hours
- Baseline – Full baseline defined for all tasks
- On time tasks – Tasks that are not late
Project schedule quality
Period: 02/01/2018 to 04/30/2018

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: 95.3

Conclusions:
- Overall schedule quality is consistent and excellent
Project budget
Total project funding

Supporting information

Total project budget versus actual expenditures

<table>
<thead>
<tr>
<th>Months</th>
<th>Total budget</th>
<th>Total actual</th>
<th>Cumulative total budget</th>
<th>Cumulative total actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0</td>
<td>$5,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>$5,000</td>
<td>$10,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>$10,000</td>
<td>$15,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>$15,000</td>
<td>$20,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>$20,000</td>
<td>$25,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>$25,000</td>
<td>$30,000</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Project budget
DHSMV staff funding

Total DHSMV staff budget versus actual expenditures

Thousands


- Total DHSMV staff - budget
- Total DHSMV staff - actual
- Cumulative total DHSMV staff - budget
- Cumulative total DHSMV staff - actual
Project budget

Contract staff funding

Supporting information

Total contract staff budget versus actual expenditures

- Total contracted staff - budget
- Total contracted staff - actual
- Cumulative total contracted staff - budget
- Cumulative total contracted staff - actual

Thousands

$0

$5,000

$10,000

$15,000

$20,000

$25,000

July 15 to June 18
Project budget
Expense funding

Total expense budget versus actual expenditures

- Total expense - budget
- Total expense - actual
- Cumulative total expense - budget
- Cumulative total expense - actual
Project budget
OCO funding

Supporting information

Total OCO budget versus actual expenditures

Thousands

$0  $10  $20  $30  $40  $50  $60  $70  $80


Total OCO - budget
Total OCO - actual
Cumulative total OCO - budget
Cumulative total OCO - actual
Project budget
Other items funding

Total other items budget versus actual expenditures

Thousands

Prior

$0  $10  $20  $30  $40  $50  $60  $70

Total other items - budget  Total other items - actual  Cumulative total other items - budget  Cumulative total other items - actual
Total IV&V services budget versus actual expenditures

- Total IV&V services - budget
- Total IV&V services - actual
- Cumulative total IV&V services - budget
- Cumulative total IV&V services - actual
Project budget
Budget and actual distribution

Supporting information

DHSMV staff
Contracted staff
Expense
OCO
Other items
IV&V

Budget distribution

Contracted staff $23,390,415 86%

Other items $62,101 0%
IV&V $2,057,026 8%
DHSMV staff $0 0%
OCO $64,541 0%
Expense $1,591,078 6%

Actual distribution

Contracted staff $18,906,168 87%

Other items $62,101 0%
IV&V $1,817,386 9%
DHSMV staff $0 0%
OCO $69,210 0%
Expense $873,214 4%
About Ernst & Young

Ernst & Young is a global leader in assurance, tax, transaction and advisory services. Worldwide, our 144,000 people are united by our shared values and an unwavering commitment to quality. We make a difference by helping our people, our clients and our wider communities achieve their potential.

For more information, please visit www.ey.com.

Ernst & Young refers to the global organization of member firms of Ernst & Young Global Limited, each of which is a separate legal entity. Ernst & Young Global Limited, a UK company limited by guarantee, does not provide services to clients.

© 2018 Ernst & Young LLP.
All Rights Reserved.

0911-1106924

This publication contains information in summary form and is therefore intended for general guidance only. It is not intended to be a substitute for detailed research or the exercise of professional judgment. Neither Ernst & Young LLP nor any other member of the global Ernst & Young organization can accept any responsibility for loss occasioned to any person acting or refraining from action as a result of any material in this publication. On any specific matter, reference should be made to the appropriate advisor.