Motorist Modernization Advisory Board – Phase II Meeting  
Tuesday, December 10, 2019  
2:30 to 4:00 PM  
Neil Kirkman Building, Conference Room B-202  
2900 Apalachee Parkway, Tallahassee Florida 32399

Invitees  
Stephen Boley  
Lt. Jason Britt  
Diane Buck  
Jay Levenstein  
Steve Burch  
Lisa Cullen  
Sherri Smith  
Sgt. Derek Joseph  
TBD

Representing  
FLHSMV  
FLHSMV  
FLHSMV  
FLHSMV  
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
- MM Phase II Program Update
  - Financial Review
  - Project Updates
- Communications Update
- Q&A
- Adjourn
Motorist Modernization Advisory Board – Phase II Meeting  
Tuesday, October 8, 2019  
2:30 to 4:00 PM  
Neil Kirkman Building, Conference Room B-202  
2900 Apalachee Parkway, Tallahassee Florida 32399

WELCOME AND INTRODUCTIONS

- The meeting was called to order at 2:30 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:

  - Lt. Jason Britt    FLHSMV (absent)
  - Diane Buck    FLHSMV (via phone)
  - Jay Levenstein    FLHSMV (via phone)
  - Lisa Cullen    Florida Tax Collectors (absent)
  - Sherri Smith    Florida Tax Collectors (via phone)
  - Sgt. Derek Joseph    Law Enforcement (absent)
  - Steve Burch    FLHSMV
  - Stephen Boley    FLHSMV

- Additional FLHSMV members present included – Terrence Samuel, Kristin Green, Cathy Thomas, Jessica Espinoza, Elissa Cullen, Craig Benner, Felecia Ford, Chad Hutchinson, Laura Freeman and Janis Timmons.
- Visitors present included – Alyene Calvo with Ernst & Young and Nathan Johnson from Accenture. Andrew Bell and Denise Smith from Florida Auto Tag Agencies, Carl Ford from J Ford Consulting and Scott Lunsford with the Florida Tax Collectors also attended.

REVIEW OF MEETING MINUTES

- Rachel Graham reviewed the meeting minutes from September 10, 2019. No corrections were identified. A motion to approve the minutes was accepted by the board members and the September 10, 2019, 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 and no new facets were reviewed. The Schedule Performance Index was .966. 11 of 1,446 total tasks were late. The program completion date is projected to be 212.9 days late and the Schedule Quality Score was 96.3.

STAKEHOLDER OUTREACH

- Terrence Samuel discussed scheduling the meeting with the license plate agencies sometime in November.

FINANCIAL REVIEW

- Janis Timmons presented a Phase I and II financial review. The Phase I budget for fiscal year 2019-2020 is $2.3 million with $412K expended. There was a 0% variance with
approximately $1.9 million in remaining funds. The budget for Phase II for fiscal year 2019-2020 is $13.7 million with $1.8 million expended. There was a 0% variance with approximately $11.8 million in remaining funds.

PHASE II PROJECT UPDATE

- Nathan Johnson stated all teams have completed requirements validation. He stated some have begun development. These teams are working on the core original title and registration transaction within the new MV issuance module inside ORION, core inquiries and summaries, detailed vehicle records, etc. The first demos were performed last week. The Enterprise team was working on the core data mile updates and any changes to the inventory system to support the other teams. The other teams will begin development in 2020.

COMMUNICATIONS UPDATE

- The Phase II Communications Plan was presented at the meeting.

Q&A

- Carl Ford stated a facility for the meeting with the license plate agencies in South Florida could be arranged if needed. He also stated the agencies requested an agenda and what information will be presented and discussed prior to the meeting.
- Andrew Bell requested a meeting notification ahead of time.
- Terrence Samuel asked what is the most effective way to send the meeting notice to the license plate agencies?
- Mr. Bell stated the email distribution list used previously would work.
- Mr. Bell also requested the opportunity to offer additional input and become aware of discussion topics ahead of the Advisory Board meetings. He also mentioned the Phase II decision log not being discussed during the most recent meetings.
- Mr. Samuel proposed discussing an overview of the requirements for the new system, in addition to the cashiering specs, and providing everyone an opportunity to ask questions during the meeting with the license plate agencies. He also stated there have not been any new items to address on the decision log.
- Mr. Bell asked if he could obtain the requirements list via a public records request.
- Mr. Samuel confirmed.
- Mr. Ford stated he has received questions about admin roles and integration points within the application, such as data exports and/or imports, general functions for transaction processing in the new system, commercial processing for title and registration transactions, etc.
- Mr. Samuel requested an email with a list of discussion points from Mr. Ford and Mr. Bell for review.
ADJOURNMENT

• Mr. Samuel adjourned the meeting at approximately 2:57 p.m.
• The next Advisory Board Phase II Meeting is scheduled for November 12, 2019.

Note: Handouts at this meeting included:

Consolidated in a meeting packet and emailed to members:

- MM Advisory Board Phase II Agenda
- MM Advisory Board Phase II Meeting Minutes (9/10/19)
- MM Phase II IV&V Update
- MM Phase I/II Financials
- Phase II Communications Plan

1 Page
2 Pages
31 Pages
7 Pages
3 Pages
### Phase I
#### Total Project
LBR Requests - Updated

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Total Request</th>
<th>Contracted Services</th>
<th>IV&amp;V Services</th>
<th>Expense (Software, Travel, etc.)</th>
<th>OCO</th>
</tr>
</thead>
<tbody>
<tr>
<td>2014-2015</td>
<td>$2,500,000</td>
<td>$1,514,762</td>
<td>$619,186</td>
<td>$61,478</td>
<td>$  -</td>
</tr>
<tr>
<td>2015-2016</td>
<td>$6,362,609</td>
<td>$5,468,933</td>
<td>$479,280</td>
<td>$382,501</td>
<td>$31,895</td>
</tr>
<tr>
<td>2017-2018</td>
<td>$9,857,775</td>
<td>$8,506,720</td>
<td>$479,280</td>
<td>$865,000</td>
<td>$ 6,775</td>
</tr>
<tr>
<td>2018-2019</td>
<td>$7,536,000</td>
<td>$6,976,720</td>
<td>$479,280</td>
<td>$80,000</td>
<td>$    -</td>
</tr>
<tr>
<td>2019-2020</td>
<td>$2,323,620</td>
<td>$2,303,620</td>
<td></td>
<td>$20,000</td>
<td>$    -</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$37,329,355</strong></td>
<td><strong>$32,678,267</strong></td>
<td><strong>$2,536,306</strong></td>
<td><strong>$1,745,667</strong></td>
<td><strong>$64,541</strong></td>
</tr>
</tbody>
</table>
Budget and Actuals: Current Fiscal Year through November 2019

Budget: $2,323,620

Actuals: $905,748

Contracted Services: $906K
Expense (Software, Travel): $0

Remaining: $360K
## Budget and Actuals

### Phase I Overview

<table>
<thead>
<tr>
<th>Description</th>
<th>Budget Total</th>
<th>Actuals to Date</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fiscal Year 2019-2020 Total Funding</td>
<td>$2,323,620</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fiscal Year to Date</td>
<td>$905,748</td>
<td>$905,748</td>
<td>0%</td>
</tr>
<tr>
<td>Month to Date (November 2019)</td>
<td>$256,437</td>
<td>$256,437</td>
<td>0%</td>
</tr>
<tr>
<td>Remaining Funds</td>
<td>$1,417,872</td>
<td></td>
<td></td>
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</tbody>
</table>
## Phase II Total Project

LBR Requests

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Total Request</th>
<th>Contracted Services</th>
<th>IV&amp;V Services</th>
<th>Expense</th>
<th>OCO</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017-2018</td>
<td>$4,132,180</td>
<td>$3,575,240</td>
<td>$357,190</td>
<td>$179,850</td>
<td>$19,900</td>
</tr>
<tr>
<td>2018-2019</td>
<td>$5,037,000</td>
<td>$4,455,960</td>
<td>$423,240</td>
<td>$150,000</td>
<td>$7,800</td>
</tr>
<tr>
<td>2019-2020</td>
<td>$13,742,200</td>
<td>$9,715,960</td>
<td>$423,240</td>
<td>$3,570,000</td>
<td>$33,000</td>
</tr>
<tr>
<td>2020-2021</td>
<td>$7,619,700*</td>
<td>$6,915,960</td>
<td>$423,240</td>
<td>$276,500</td>
<td>$4,000</td>
</tr>
<tr>
<td>2021-2022</td>
<td>$6,036,700*</td>
<td>$5,580,460</td>
<td>$423,240</td>
<td>$33,000</td>
<td>$4,000</td>
</tr>
<tr>
<td>2022-2023</td>
<td>$2,906,700*</td>
<td>$2,479,460</td>
<td>$423,240</td>
<td>$4,000</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$39,474,480</strong>*</td>
<td><strong>$32,723,040</strong></td>
<td><strong>$2,473,390</strong></td>
<td><strong>$4,176,350</strong></td>
<td><strong>$101,700</strong></td>
</tr>
</tbody>
</table>
## Phase II Total Project

LBR Requests Updated

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Total Request</th>
<th>Contracted Services</th>
<th>IV&amp;V Services</th>
<th>Expense</th>
<th>OCO</th>
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<tbody>
<tr>
<td>2017-2018</td>
<td>$4,132,180</td>
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<td>$357,190</td>
<td>$179,850</td>
<td>$19,900</td>
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<tr>
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<td>$423,240</td>
<td>$150,000</td>
<td>$7,800</td>
</tr>
<tr>
<td>2019-2020</td>
<td>$13,742,200</td>
<td>$9,715,960</td>
<td>$423,240</td>
<td>$3,570,000</td>
<td>$33,000</td>
</tr>
<tr>
<td>2020-2021</td>
<td>$9,877,400</td>
<td>$7,615,960</td>
<td>$423,240</td>
<td>$1,814,200</td>
<td>$24,000</td>
</tr>
<tr>
<td>2021-2022</td>
<td>$7,377,440</td>
<td>$6,689,200</td>
<td>$423,240</td>
<td>$232,000</td>
<td>$33,000</td>
</tr>
<tr>
<td>2022-2023</td>
<td>$4,408,260</td>
<td>$3,781,020</td>
<td>$423,240</td>
<td>$200,000</td>
<td>$4,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$44,574,480</strong></td>
<td><strong>$35,833,340</strong></td>
<td><strong>$2,473,390</strong></td>
<td><strong>$6,146,050</strong></td>
<td><strong>$121,700</strong></td>
</tr>
</tbody>
</table>
Budget and Actuals: Current Fiscal Year through November 2019

**BUDGET: $13,742,200**

- **$3,570,000** Contracted Services
- **$423,240** IV&V Services
- **$33,000** Expense (Software, Travel)
- **$9,715,960** OCO

**ACTUALS: $3,305,582**

- **$3.1M** Contracted Services
- **$176K** IV&V Services
- **$0** Expense (Software, Travel)
- **$33K** OCO

Remaining
## Budget and Actuals

### Overview

<table>
<thead>
<tr>
<th>Description</th>
<th>Budget Total</th>
<th>Actuals to Date</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fiscal Year 2019-2020</td>
<td>$13,742,200</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Funding</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fiscal Year to Date</td>
<td>$3,272,582</td>
<td>$3,305,582</td>
<td>1.00%</td>
</tr>
<tr>
<td>Month to Date</td>
<td>$645,078</td>
<td>$676,886</td>
<td>4.93%</td>
</tr>
<tr>
<td>(November 2019)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Remaining Funds</td>
<td>$10,436,618</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Topics for discussion

► General IV&V overview
► Overall risk state and trending
► Project complete date slippage
► Schedule variance
► Project budget
► Summary of changes
► Upcoming IV&V activities
► Supporting information

Data contained in this MAR is as of 31 October 2019
General IV&V overview

Overall IV&V risk state: Green

There are no open IV&V deficiencies
- No additional facets reviewed since the last report
- No new deficiencies identified since the last report

The MMP2 Program is within established schedule performance thresholds
- The SPI is 0.964 and the overall trend is increasing
- 16 of 1,446 total tasks (1.11%) contained in the project schedule are late
- 0 of 47 total tasks (0.00%) for the current period are late
- SV is currently -1,269.8 hours and the overall trend is increasing
- TSPI is 1.036 and the overall trend is decreasing

The MMP2 Program is within established cost performance thresholds
- The CPI is 1.000 and the overall trend is steady
- The Program is currently on budget based on provided budget and spending information

The MMP2 Program is behind schedule
- The Program completion date is forecast to be 23 March 2024, 248.6 days late
- Future milestones are projected to be completed behind schedule
- The overall trend for time the project is behind schedule is decreasing
Overall risk state and trending

Risk state for MMP2

Program governance
- Benefit realization and sustainability
- As of 31 October 2019

Risk state with trending

1. 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.
2. Indicates that the area being assessed has issues that need to be resolved; inefficiencies exist. Current process/method can be used with refinement.
3. Indicates that the area being assessed did not have significant issues to report. Continued monitoring should be performed.
4. Indicates that the area being assessed has incomplete information available for a conclusive finding or is not applicable.
This chart shows the forecast slippage of the project complete milestone based on historical performance using the schedule performance index (SPI).

Summary:
- The Program completion date is forecast to be 23 March 2024, 248.6 days late.
- The overall trend for time the project is behind schedule is decreasing.

Conclusions:
- The program is behind schedule.
Schedule variance

- 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 1,269.8 hours.
- The total amount of work not completed is increasing.

**Conclusions:**
- The MMP2 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.
Project budget

<table>
<thead>
<tr>
<th>Category</th>
<th>Budget</th>
<th>Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>DHSMV Staff</td>
<td>$18,402,054</td>
<td>$11,042,342</td>
</tr>
<tr>
<td>Contracted Staff</td>
<td>$9,832,492</td>
<td>$7,932,342</td>
</tr>
<tr>
<td>Expenses</td>
<td>$3,221,547</td>
<td>$272,502</td>
</tr>
<tr>
<td>OCO</td>
<td>$84,109</td>
<td>$51,109</td>
</tr>
<tr>
<td>Other</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>IV&amp;V</td>
<td>$1,203,670</td>
<td>$886,240</td>
</tr>
</tbody>
</table>

The bar chart shows the actual versus remaining budget, with the remaining budget significantly higher than the actual 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>New process improvements</td>
<td>► No new process improvements identified 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>
Upcoming IV&V activities

- Participate in IV&V and Program meetings
- Review draft and final MMP2 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 2019 (IVV-302AT)</td>
<td>09/16/2019</td>
<td>10/01/2019</td>
<td>10/01/2019</td>
<td>Complete</td>
</tr>
<tr>
<td>MAR – Nov 2019 (IVV-302AW)</td>
<td>12/13/2019</td>
<td>12/31/2019</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MAR – Dec 2019 (IVV-302AX)</td>
<td>01/15/2020</td>
<td>01/31/2020</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MAR – Jan 2020 (IVV-302AY)</td>
<td>02/14/2020</td>
<td>03/02/2020</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MAR – Feb 2020 (IVV-302AZ)</td>
<td>03/13/2020</td>
<td>03/30/2020</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MAR – Mar 2020 (IVV-302BA)</td>
<td>04/14/2020</td>
<td>04/29/2020</td>
<td></td>
<td></td>
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<tr>
<td>MAR – Apr 2020 (IVV-302BB)</td>
<td>05/14/2020</td>
<td>06/01/2020</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MAR – May 2020 (IVV-302BC)</td>
<td>06/12/2020</td>
<td>06/29/2020</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MAR – Jun 2020 (IVV-302BD)</td>
<td>07/15/2020</td>
<td>07/30/2020</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Supporting information

► Key indicators
► IV&V ratings summary
► Status of key deficiency recommendations
► Open deficiencies and recommendations
► Process improvement recommendations
► Schedule and cost performance
► Project milestone dates
► Late tasks
► Project schedule quality
► Project budget
## 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>No</td>
<td>The MMP2 Program is within established schedule performance thresholds.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- The SPI is 0.964 and the overall trend is <em>increasing</em>.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- 16 of 1,446 total tasks (1.11%) contained in the project schedule are late.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- 0 of 47 total tasks (0.00%) for the current period are late.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- SV is currently -1,269.8 hours and the overall trend is <em>increasing</em>.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- TSPI is 1.036 and the overall trend is <em>decreasing</em>.</td>
</tr>
<tr>
<td>Is the project on budget?</td>
<td>Yes</td>
<td>The MMP2 Program is within established cost performance thresholds.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- The CPI is 1.000 and the overall trend is <em>steady</em>.</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 MMP2 Program is within the scope of the project as defined in the Schedule IV-B Feasibility Study.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Additional change requests are reviewed and approved based on the established change management process.</td>
</tr>
<tr>
<td>What are the project’s future risks?</td>
<td>Unknown</td>
<td>The MMP2 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 MMP2 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>
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): 21
  - Gray (not evaluated): 6
  - Open deficiencies: 0

- Conclusions:
  - The MMP2 Program Team has satisfactorily addressed all deficiencies identified by the IV&V team.
Status of key deficiency recommendations

**Supporting information**

<table>
<thead>
<tr>
<th>Recommendation status versus priority</th>
</tr>
</thead>
<tbody>
<tr>
<td>Low</td>
</tr>
<tr>
<td>Medium</td>
</tr>
<tr>
<td>High</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Overall status of recommendations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Open</td>
</tr>
<tr>
<td>In Progress</td>
</tr>
<tr>
<td>Closed</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Recommendation status by deficiency</th>
</tr>
</thead>
<tbody>
<tr>
<td>P2D1</td>
</tr>
<tr>
<td>P2D2</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Recommendation priority by deficiency</th>
</tr>
</thead>
<tbody>
<tr>
<td>P2D1</td>
</tr>
<tr>
<td>P2D2</td>
</tr>
</tbody>
</table>
Open deficiencies and actions

<table>
<thead>
<tr>
<th>Deficiency</th>
<th>Actions taken</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
<td></td>
</tr>
</tbody>
</table>

The MMP2 Program Team has satisfactorily addressed all deficiencies identified by the IV&V Team.
## Process improvement recommendations

<table>
<thead>
<tr>
<th>Recommendation</th>
<th>Progress update / resolution</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>► 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.</td>
<td>► The program team is continuing to analyze the remaining UNIFACE tasks to determine appropriate changes to the MMP2 Program Schedule.</td>
<td>► In-progress</td>
</tr>
</tbody>
</table>
Schedule and cost performance

Supporting information

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 behind schedule but within established performance thresholds.

- 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.

As of 25 October 2019:
- SPI = 0.964
- CPI = 1.000
Schedule and cost 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.
Schedule and cost performance (continued)

Supporting information

- This chart shows the TSPI and SPI indexes and associated trends.
- Summary:
  - The overall SPI trend is increasing.
  - The overall TSPI trend is decreasing.
- Conclusions:
  - Future required schedule efficiency is becoming in-line with the planned schedule.

Blue line is TSPI
Red line is SPI

TSPI is the future schedule efficiency required to complete the project as scheduled
# Project milestone dates

<table>
<thead>
<tr>
<th>WBS</th>
<th>Title</th>
<th>Completion date</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Original</td>
<td>Scheduled</td>
<td>Planned</td>
<td>Forecast</td>
<td>Actual</td>
</tr>
<tr>
<td>3.4.10</td>
<td>Obtain Validated Requirements Approval and Signoff</td>
<td>07/30/19</td>
<td>07/30/19</td>
<td>07/30/19</td>
<td>10/06/19</td>
<td></td>
</tr>
<tr>
<td>3.5.14.5</td>
<td>Development Complete</td>
<td>12/03/21</td>
<td>12/03/21</td>
<td>12/03/21</td>
<td>05/27/22</td>
<td></td>
</tr>
<tr>
<td>3.5.15.5</td>
<td>Testing Complete</td>
<td>07/29/22</td>
<td>07/29/22</td>
<td>07/29/22</td>
<td>02/18/23</td>
<td></td>
</tr>
<tr>
<td>3.5.18.5</td>
<td>Decision Point - Ready to Pilot</td>
<td>08/19/22</td>
<td>08/19/22</td>
<td>08/19/22</td>
<td>03/14/23</td>
<td></td>
</tr>
<tr>
<td>3.5.18.7</td>
<td>Decision Point - Move to Production (Rollout)</td>
<td>11/07/22</td>
<td>11/07/22</td>
<td>11/07/22</td>
<td>06/12/23</td>
<td></td>
</tr>
<tr>
<td>3.5.18.12</td>
<td>Statewide Implementation Complete</td>
<td>06/05/23</td>
<td>06/05/23</td>
<td>06/05/23</td>
<td>02/03/24</td>
<td></td>
</tr>
<tr>
<td>3.7</td>
<td>Execution and Monitoring &amp; Control Phase Complete</td>
<td>06/12/23</td>
<td>06/12/23</td>
<td>06/12/23</td>
<td>02/10/24</td>
<td></td>
</tr>
<tr>
<td>4.5</td>
<td>Closeout Phase Complete</td>
<td>06/29/23</td>
<td>06/29/23</td>
<td>06/29/23</td>
<td>03/01/24</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Project Complete</td>
<td>07/19/23</td>
<td>07/19/23</td>
<td>07/19/23</td>
<td>03/23/24</td>
<td></td>
</tr>
</tbody>
</table>

### Supporting information

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** 248.6 days
Late tasks

Supporting information

- This chart shows the percentage of tasks that are late for the entire schedule.
- 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: 1,446
- Total tasks late: 16

Conclusions:
- The total number of tasks designated as late is 1.11% of the total number of tasks.
- The overall trend for the number of late tasks is decreasing.
**Project schedule quality**

**MMP2 schedule**

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: 96.3

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

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

**Schedule Parameters**
- 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

---

**Quality Value**
- 90 or greater
- Between 75 and 90
- Between 60 and 75
- Between 45 and 60
- Less than 45
Project schedule quality
MMP2 period

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: 95.6

Conclusions:
- Overall schedule quality is consistent and excellent

Key Indicators

<table>
<thead>
<tr>
<th>Indicator</th>
<th>Quality Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dynamic schedule</td>
<td>91.8</td>
</tr>
<tr>
<td>Critical path</td>
<td>100.0</td>
</tr>
<tr>
<td>Resource allocation</td>
<td>99.5</td>
</tr>
<tr>
<td>Task durations</td>
<td>94.2</td>
</tr>
<tr>
<td>Schedule baseline</td>
<td>100.0</td>
</tr>
<tr>
<td>On time tasks</td>
<td>100.0</td>
</tr>
</tbody>
</table>

Schedule Parameters

<table>
<thead>
<tr>
<th>Indicator</th>
<th>Quality Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summary tasks</td>
<td>100.0</td>
</tr>
<tr>
<td>Milestone tasks</td>
<td>100.0</td>
</tr>
<tr>
<td>Normal tasks</td>
<td>92.6</td>
</tr>
<tr>
<td>Resources</td>
<td>99.5</td>
</tr>
</tbody>
</table>

- 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

Quality Value

- 90 or greater
- Between 75 and 90
- Between 60 and 75
- Between 45 and 60
- Less than 45
Total DHSMV staff budget versus actual expenditures

- 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
Project budget
OCO funding

Total OCO budget versus actual expenditures

Thousands


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

Supporting information

Total other items budget versus actual expenditures

Thousands

|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|

- Total other items - budget
- Total other items - actual
- Cumulative total other items - budget
- Cumulative total other items - actual
Project budget
IV&V services funding

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

Thousands

$0

$200

$400

$600

$800

$1,000

$1,200

$1,400

Jul-17
Aug-17
Sep-17
Oct-17
Nov-17
Dec-17
Jan-18
Feb-18
Mar-18
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Jun-18
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May-20
Jun-20
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