



Leslie Carey <leslie.carey@azdoa.gov>

ED19002 - AELAS School Finance Payment Systems (ITAC Recommendation)

2 messages

Leslie Carey <leslie.carey@azdoa.gov>

Fri, Aug 12, 2022 at 10:48 AM

To: kathy.hoffman@azed.gov

Cc: JR Sloan <jr.sloan@azdoa.gov>, ASET Assurance <asetassurance@azdoa.gov>, Strategic Oversight - ADOA <strategic_oversight@azdoa.gov>, Charles Brown <charles.brown@azdoa.gov>, ADOA - ASET_BE_BA_Team <aset_be_ba_team@azdoa.gov>, perrera@azleg.gov, Angel Flores <angel.flores@azdoa.gov>, Will Palmisano <wpalmisano@az.gov>, Lisa Dee Meyerson Marshall <lisa.meyerson@azdoa.gov>, Trey Nilles <tnilles@az.gov>, Michael Carpenter <michael.carpenter@azdoa.gov>, "Henderson, Ben" <ben.henderson@azed.gov>, Beth Neeley <Beth.Neeley@azed.gov>, Qur'an Nero <qur'an.nero@azed.gov>, Nan <Nan.Nesvig@azed.gov>, "Carrillo, Joe" <joe.carrillo@azed.gov>

The Honorable Superintendent Hoffman,

In response to the change request submitted to modify the Project Investment Justification (PIJ) for the “**AELAS School Finance Payment Systems (ITAC Recommendation)**” project, the Arizona Department of Administration (ADOA) Strategic Enterprise Technology (ASET) office has reviewed your proposal to change the scope.

Recommendation - ADOA-ASET Oversight recommends approval of the Arizona Department of Education (ADE) Change Request to ITAC. ADE requests that the Phase III which would include additional scope and a new timeline to March 24, 2024 to complete all “should have” enhancements and work for Phases I and II.

ASET recommends maintaining the following conditions:

The below conditions are in addition to any conditions put in place on the project through the FY2023 budget and the Joint Legislative Budget Committee:

1. ASET, with ADE input, will detail the new project development milestones to set specific deliverable dates and will include deadlines for the entire project lifecycle and full system documentation. Should a milestone not be completed by the projected date, ADE shall submit a corrective action plan within 5 business days of the missed projected milestone completion date. The corrective action plan must provide a description of the missed milestone, cause(s) of the delay and the new projected completion date. If the new projected completion date is more than a 10% increase from the original milestone timeline or if ADE fails to meet the new projected milestone completion date, ASET may cause the project to be scheduled for ITAC review at the next available ITAC meeting for consideration of pausing, stopping, resetting, or continuing the project. Proof of the completion of a milestone will be by demonstration of the completed milestone by ADE with approval by ASET Oversight and ADE Executive Steering Committee.
2. ADE will provide ASET and ITAC a baseline projected expenditure plan broken out by month and a month to month financial burndown report for the duration of the project. ADE shall provide actual project expenditures for the previous month by the 15th of each month. For any variance between actual and projected expenditures for the month, ADE shall provide an explanation of the variance. Further, ADE shall submit a corrective action plan with the actual project expenditures that month which resets project expenditure projections for the remainder of the project timeline. Should the total costs of Phase 3 exceed the estimated costs by 10% or more, the Department of Education must amend the PIJ, to reflect the changes, and submit it to ADOA-ASET for review and ITAC approval prior to the further expenditure of funds.
3. ADE shall provide ITAC with quarterly informational updates regarding the status of milestones and expenditures in accordance with the ITAC conditions above. ADE shall monitor and provide updates where

appropriate as to the status, or any changes related to, risks identified in the current plan, the upcoming transition of key staff members, or new legislation not yet evaluated to determine any potential impact on the project.

4. The Department of Education must work with the Department of Administration and maintain a committee, to include an independent third party, for the purpose of performing business and system documentation review and approval.

5. ADE shall adhere to any requirements as stated and set forth in language from HB2898, HB2895, or HB2862.

6. The Department of Education shall ensure that all contracted employees are fully informed of and follow all State of Arizona Policies, Standards and Procedures located here: <https://aset.az.gov/resources/policies-standards-and-procedures>.

The change request is scheduled to be reviewed by the ITAC Committee on **August 17, 2022**. Should the ITAC approve the change request, you may then proceed to secure additional approvals as required from the Joint Legislative Budget Committee, the Office of Strategic Planning and Budgeting, and the State Procurement Office.

Thank you in advance for all your support.

Best Regards,
Les Carey
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2 attachments

 **ED19002 PIJ-ITAC- AMEND 081722.pdf**
361K

 **ED19002 PIJ-Final 081722.pdf**
253K

Mail Delivery Subsystem <mailer-daemon@googlemail.com>
To: leslie.carey@azdoa.gov

Fri, Aug 12, 2022 at 10:49 AM



Message blocked

Your message to **perrera@azleg.gov** has been blocked. See technical details below for more information.

The response from the remote server was:

550 5.4.1 Recipient address rejected: Access denied. AS(201806281) [DM3GCC02FT042.eop-gcc02.prod.protection.outlook.com]

Final-Recipient: rfc822; perrera@azleg.gov

Action: failed

Status: 5.4.1

Remote-MTA: dns; azleg-gov.mail.protection.outlook.com. (104.47.65.110, the server for the domain azleg.gov.)

Diagnostic-Code: smtp; 550 5.4.1 Recipient address rejected: Access denied. AS(201806281) [DM3GCC02FT042.eop-gcc02.prod.protection.outlook.com]

Last-Attempt-Date: Fri, 12 Aug 2022 10:49:31 -0700 (PDT)

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Bcc:

Date: Fri, 12 Aug 2022 10:48:49 -0700

Subject: ED19002 - AELAS School Finance Payment Systems (ITAC Recommendation)

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