

**Oakland County  
Department of Information Technology  
Project Scope and Approach**

**Project Name: PSFT Phase II Fin Suite Implementation**

**Project ID: DA3126F2**

<b>Leadership Group: Finance/Admin</b>		
<b>Department: M&amp;B</b>		<b>Division: All</b>
<b>Project Sponsor: W. A. Holdsworth</b>	<b>Date Requested: 07/22/04</b>	<b>PM Customer No. 126</b>
<b>Request Type: <i>New Development</i></b>		
<b>IT Team Name: Finance/Admin</b>		<b>IT Team No: A</b>
<b>Project Manager/Leader: Chithra Chakrapani</b>		<b>Account No:</b>
<b>Grant Funded?</b>	<b>No</b>	<b>Mandate? No</b>
		<b>Mandate Source:</b>

**Project Goal**

To Assist the Vendor implementing PeopleSoft Financials Suite so that the existing Performance Series System can be replaced with a consolidated, on-line, web-based PeopleSoft system for use by all departments by 10/01/2005.

**Business Objective**

To replace outdated Client-Server Performance Series System with a web-based, well-supported, thin-client compatible solution from PeopleSoft.

**Major Deliverables**

- Financials Management Implementation
- Supply Chain Management Implementation

**Approach**

- Develop Statement of Work
- Develop a detail Project Plan
- Establish Hardware environment
- Establish operating system environment
- Review current business processes with Vendor
- Identify process that need to be changed
- Identify reports that need to be changed
- Identify reports that need to be written
- Establish data extraction criteria

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- Perform data extraction
- Perform data integrity check
- Identify existing interfaces
- Identify new interfaces
- Assist in setting up modules / Prototype
- Establish a migration plan
- Implement migration plan
- Go Live

**Benefits**

***Return on***

***Investment (ROI)***      PeopleSoft ROI Three phase scenario.xls

**Improved Service**

- ✓ Streamline and centralize data entry/access; enhance accuracy and ensure timely customer service
- ✓ More timely and accurate reporting

**Product/Service**

**Productivity**

- ✓ Reduce duplicative staff effort
- ✓ Reduce support costs for multiple, redundant software systems
- ✓ Increase end-user efficiency via automation of manual tasks and follow through efforts

**Impact**

**Number of Users**                      Est. 400 active users

**Divisions**                              All

**Leadership Groups**                  Finance/Administration

**Risk**

**Business Environment**              Low – May require changes to existing business processes.

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**Technical Environment**      Medium – Product will be implemented on new hardware

**Assumptions**

**Staffing**

<u>Role:</u>	<u>Name</u>	<u>% Allocation</u>
Project Sponsor:	<b>Laurie Van Pelt</b>	
Project Director:	<b>Art Holdsworth</b>	
Project Manager:	<b>Jack Smith/Chithra Chakrapani</b>	
Data Base Administrator:		
Source System Expert:		
Business Analyst:		
Programmer Analyst:		

**Facilities**      ∃      N/A

**Technical**      ∃      N/A

**Funding**      ∃      New – PeopleSoft / Change Management Project Funding

**Priority**      TBD

**Constraints**

∃      Willingness of staff to modify existing business processes

**Exclusions**

∃      N/A

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**PROJECT PHASE AUTHORIZATION**

<b>Phase(s):</b>	
<b>Total Estimated Systems Development</b>	<b>Hours: 9874      Cost: \$1,204,628.00</b>
<b>Total Estimated Technical Systems</b>	<b>Hours: 3058      Cost: \$373,076.00</b>
<b>Total Estimated DISC</b>	<b>Hours:      Cost:</b>
<b>Total Estimated CLEMIS</b>	<b>Hours:      Cost:</b>
<b>IT Systems Development Division Manager Approval:</b>	<b>Date:</b>
<b>IT Technical Systems Division Manager Approval:</b>	<b>Date:</b>
<b>IT DISC Division Manager Approval:</b>	<b>Date:</b>
<b>IT CLEMIS Division Manager Approval:</b>	<b>Date:</b>
<b>IT Resource Manager Approval:</b>	<b>Date:</b>
<b>IT Resource Manager Approval:</b>	<b>Date:</b>
<b>IT Resource Manager Approval:</b>	<b>Date:</b>
<b>IT Resource Manager Approval:</b>	<b>Date:</b>
<b>IT Resource Manager Approval:</b>	<b>Date:</b>
<b>IT Management Approval:</b>	
Approved:                      Yes                      No	<b>Date:</b>
Reason:	
<b>Project Sponsor Approval:</b>	
Title:	<b>Date:</b>

**PROJECT SUMMARY**

<b>Authorized Development (see above)</b>	<b>Hours:</b>	<b>Cost:</b>
<b>Preliminary Estimated Development for Future Phases</b>	<b>Hours: 12932</b>	<b>Cost: \$1,577,704</b>
<b>Grand Total Estimated Development</b>	<b>Hours: 12932</b>	<b>Cost: \$1,577,704</b>

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**PROJECT COMPLETION AUTHORIZATION**

<b>Customer Acceptance of Product:</b>	
Title:	Date:
<b>IT Management:</b>	
Project Completion Date:	
<b>Project Office Review:</b>	Date: